

**VIP Amenities / Request / Order Form**

DATE:

FROM: ***Front Office*** TO: ***All Concerned Departments***

GUEST: ROOM No.:

ARRIVAL DATE: ARRIVAL TIME:

TO BE SERVED:

**Flowers**

**Amenities**

**Wine**

**Cake**

**Fruits**

REASON OF ORDER:

ORDERED BY:

APPROVED BY:

TO BE CHARGED TO:

**1. F & B 2. Chef 3. Pastry 4. Accounts 5. Bars 6. Housekeeping**