For Staff Use Only:
Date: _____ Time: _____ Staff Name: _____

Amt Rec'd: _____ ☐ Cash ☐ Check (#_____)

Mardi Gras 2009 - Overnight Guest Registration

PLEASE PRINT LEGIBLY

Host Name: _____Cell #: _____

Hall: _____Room #: _____ Ext.: _____

Guest Name: _____Cell #: _____

Guest Address: _____

City: _____ State: _____ Home Ph. #: _____

Emergency Contact Name: _____ Relationship: _____

Emergency Contact Ph. #: _____

_____	_____	_____
Printed Name of Host	Signature of Host	Date
_____	_____	_____
Printed Name of Roommate	Signature of Roommate	Date
_____	_____	_____
Signature of RA	Signature of AD	Date

A **$100.00 non-refundable registration fee** must accompany all reservations received before 4:45 PM on Friday, February 20, 2009. A **$200.00 non-refundable registration fee** must accompany all reservations received after 4:45 PM on Friday, February 20, 2009. *NO reservations will be accepted after Noon on Monday, February 23, 2009.*

All reservations must be made through the Main Residential Life Office on the 1st Floor of Biever Hall. The Administrative Assistant will collect payment at time of reservation, and reservations will not be accepted without sufficient payment. A $50.00 service charge will be assessed on all returned checks.

If you pay by check, make it payable to Loyola University New Orleans. Write the host's name on the check. We can accept exact change only. **The registration fee is for any guest staying overnight any time between Friday, February 20, 2009 and Wednesday, February 25, 2009.**