



**UNIVERSITY OF OKLAHOMA
BIOLOGICAL STATION
HOUSING REGISTRATION
INDIVIDUAL-RECREATION**

This form must be signed and returned prior to the reservation date.

Email: jisaac@ou.edu;
Fax: (580) 564-2479; or
Mail: Biological Station
HC 71, Box 205
Kingston, OK 73439-9738

**Reservations not cancelled by 3:00 p.m. of arrival date or Friday for weekend arrivals
will be billed a \$25.00 late cancellation fee.**

Guest Name:		Sooner ID.:		
Home Phone:		Cell Phone:		E-mail:
Address	City		State	Zip
Car Tag:		State:	<input type="checkbox"/> Add me to the Friends of the Biological Station mailing list	
<input type="checkbox"/> Bill Me	<input type="checkbox"/> Cash	Check #: <input type="checkbox"/>		
Number persons:	Arrival date and time:	Departure date and time:		

PLEASE LIST NAMES BELOW AND INDICATE ANY THAT ARE UNDER THE AGE OF 12

	GUEST	RM	# NIGHTS		GUEST	RM	# NIGHTS
1.				2.			
3.				4.			
5.				6.			

Signature on registration form indicates responsibility for total charges (no adjustments). Failure to return room key will result in a charge of \$25.00.

ABSOLUTELY NO PETS ALLOWED – YOU MUST BRING YOUR OWN BED AND BATH LINENS

SIGNATURE:

DATE:

(If submitting electronically, please type your name exactly as you sign it)

OFFICE USE ONLY

ROOM(S) ASSIGNED:	RATE:
KEYS/COREMARKS	

DATES	# PERSONS	# NIGHTS	BEDNIGHTS	RATE	137922200	137935100	COST
CHARGE BATCH #	F	TITLE:	SUBTOTALS				
*						TAX (6%)	
PAYMENT BATCH #	F					TOTAL	

Reviewed <input type="checkbox"/>	Approved <input type="checkbox"/>	Database <input type="checkbox"/>	Master Schedule <input type="checkbox"/>	Scan <input type="checkbox"/>	JV to sponsor <input type="checkbox"/>	To Housing <input type="checkbox"/>	Batch entry <input type="checkbox"/>	Copy to file <input type="checkbox"/>
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