

# Hotel Guest List

## Event Details

- **Hotel Name:** [Hotel Name]
- **Check-In Date:** [Date]
- **Check-Out Date:** [Date]
- **Event Associated (if any):** [Event Name]

## Guest Information

S. No.	Guest Name	Contact Information	Room Type	Number of Rooms	Check-In /Out Status	Special Requirements
1	[Name]	[Phone /Email]	[Single/Double/Suite]	[Number]	[Checked -In/Out Status]	[Allergies, Preferences, etc.]
2	[Name]	[Phone /Email]	[Single/Double/Suite]	[Number]	[Checked -In/Out Status]	[Allergies, Preferences, etc.]

## Summary

- **Total Guests:** [Number]
- **Rooms Booked:** [Number]