



BUSINESS TRAVELER PROFILE

Grinnell Travel is Rochester's exclusive American Express Representative Agency.

COMPANY NAME: _____ BUSINESS PHONE: _____
NAME: _____ TITLE: _____
ADMIN'S NAME: _____ EXT: _____
ADDRESS: _____ DEPARTMENT#: _____
FAX #: _____
E-MAIL: _____ PAGER : _____

CHARGE TRAVEL TO CREDIT CARD NUMBER: _____ EXP DATE: _____

AIRLINE/TRAIN

SEATING PREFERENCE: ___ WINDOW ___ AISLE :___ NON-SMOKING ___ SMOKING (limited int'l flights only)

SPECIAL MEAL REQUIREMENTS: _____
(i.e. Diabetic, Low Sodium, Kosher, etc.)

AIRLINE:

FREQUENT FLYER NUMBERS:

CAR RENTAL COMPANIES:

CAR RENTAL MEMBERSHIP NUMBERS:

HOTEL CHAIN PREFERENCES:

HOTEL CLUB MEMBERSHIP NUMBERS:

ROOM TYPE PREFERENCE: _____

PASSPORT NUMBER: _____ EXPIRES _____ COUNTRY OF ISSUE _____

HOME ADDRESS: _____

HOME PHONE: _____

BILL MY PERSONAL TRAVEL TO CREDIT CARD NUMBER: _____ EXP DATE: _____

*PLEASE NOTE - YOUR COMPANY'S TRAVEL POLICIES MAY SUPERSEDE PERSONAL REQUESTS IN SOME CASES.



**Travel
Representative**

RETURN TO:

**GRINNELL TRAVEL
2450 RIDGE ROAD WEST
ROCHESTER, NY 14626
FAX (585) 225-0893**