



308 Commonwealth Road, Wayland MA 01778
 Tel: 508-653-4600 or 800-552-0300
 Email: info@waylandtravel.com

Please complete and return this form by email or fax to 508-655-5672

Date: _____

Full name from ID: _____

Title: _____

Company: _____

Department: _____

Address: _____

City: _____ State: _____ ZIP: _____

Office phone: _____ Cell phone: _____

Fax: _____

E-mail address: _____

Travel planner's name/info if applicable: _____

Passport # _____ Nationality: _____ Issue date: _____ Exp. Date: _____

Place of issue: _____ Date of birth: _____

Home address: _____

Travel preferences

Airline seating: Aisle Window Other _____

Car rental preference: Size Smoking/non

Hotel preferences: Room type Smoking/non

Frequent Traveler information - Please provide numbers and indicate preferred carriers/chains if any			
Airline/Hotel/Car Co.	Membership #	PIN/Password	Comments

Special requirements & requests (meals etc): _____

Other discounts/memberships (AAA/AARP etc): _____

Credit card number(s) Please provide numbers and indicate preferred card and note whether billed to home or business			
Number	Exp	Security Code	Billing Address