

**Friends & Family Rate Request Form**

Banyan Group offers special discount at participating hotels for Friends & Family. Associates must be in employment with Banyan Group to enjoy this benefit.

**Associate Details**

Associate Name	
Property / Office Location	
Position	
Email Address	
Contact No.	

**Reservation Details**

Destination Hotel			
Guest Name			
Arrival Date		Departure Date	
No. of Room(s)		Confirmation No.	

**Authorised by**

Authorised Officer (HOD)	
Position	
Signature & Date	

**Friends & Family Rate Terms & Conditions**

- This form must be presented at the time of check-in at the Front Desk / Reception.
- The Friends & Family Rate is available for room booking only and not for packages or other components.
- This rate is applicable for personal leisure travel only and not for business/ corporate purposes.
- The Friends & Family Rate is not eligible to earn any hotel / airline mileage points.
- The Friends & Family Rate is subject to standard deposit/ cancellation policies and availability without prior notice.
- Bookings will be subject to applicable taxes, fees and other standard service charges.