

<h1>Transaction Voucher</h1>				<h1>\$</h1>
This form must be completed anytime anyone of these transactions happen. Guest MUST sign. Circle one				Date: _____ Time: _____
Hotel Paid Out	Guest Paid Out	Refund:	Vending Refund	Folio #
Adjustment	Correction	Delete	Other	Room #
Explain:				Guest Name:
				<i>Guest Signature:</i>
				Your Name:

<h1>Transaction Voucher</h1>				<h1>\$</h1>
This form must be completed anytime anyone of these transactions happen. Guest MUST sign. Circle one				Date: _____ Time: _____
Hotel Paid Out	Guest Paid Out	Refund:	Vending Refund	Folio #
Adjustment	Correction	Delete	Other	Room #
Explain:				Guest Name:
				<i>Guest Signature:</i>
				Your Name:

<h1>Transaction Voucher</h1>				<h1>\$</h1>
This form must be completed anytime anyone of these transactions happen. Guest MUST sign. Circle one				Date: _____ Time: _____
Hotel Paid Out	Guest Paid Out	Refund:	Vending Refund	Folio #
Adjustment	Correction	Delete	Other	Room #
Explain:				Guest Name:
				<i>Guest Signature:</i>
				Your Name: