



UNC Charlotte Marriott Reservation Information Form

Date form submitted

Guest Name

Confirmation #

Contact Email

Contact Phone #

Guest Arrival – Date and Time

Guest Departure – Date and Time

Marriott Bonvoy # (if applicable)

University Contact Name

VIP Status?

Billing

All charges will be paid by guest.

- or -

Allowable charges will be paid using P-Card on file. Guest will be responsible for any food or other incidental charges (allowable charges on P-Card include room, tax, parking, and internet access). *

** Note: A third-party authorization form will be required for any reservation paid using a University P-Card.*

Email for Third Party Authorization Form

(For PCI compliance purposes, the authorization form will be sent via Sertifi Services)

Guest Information and Special Requests

Send completed form to Sales@unccharlottemarriott.com