

Corporate Lodging
Consultants, Inc.

8111 East 32nd St. N Suite 300
Wichita, KS 67226-2614



Fax

ATTN:

From: E-commerce Department

HOTEL NAME:

CLC HOTEL ACCT#:

Phone: 800-425-3562

Fax:

Fax: 316-771-7801

Date:

Number of Pages: 2

● Comments: Thank you for informing us of your tax change. If you would please fill out the attached form and fax it back to me, **ALONG W/ A COPY OF THE TAX ORDINANCE OR SIMILAR DOCUMENTATION** and we will be happy to update our records. ****PLEASE NOTE: WE CAN NOT UPDATE THE TAX CHANGE WITH OUT A COPY OF THE DOCUMENTATION.****

**Also, we suggest making several BLANK copies of PAGE 2 for any future tax changes.

If you have any questions, please feel free to call 800-425-3562.

NOTE: This information is proprietary, confidential and the property of Corporate Lodging Consultants, Inc. (CLC) and/ or Crew Transport Services, Inc. (CTS). Information provided may not be released to any third party without written consent from CLC/CTS.

CORPORATE LODGING CONSULTANTS, INC. TAX CHANGE FORM

WE MUST HAVE A COPY OF THE TAX ORDINANCE OR SIMILAR DOCUMENTATION ALONG W/ THIS FORM IN ORDER TO UPDATE YOUR TAX CHANGE. (WE CAN NOT PROCESS THIS FORM WITH OUT IT!!)

Hotel CLC Account # _____

Hotel Name _____

Address _____

City/State _____ Zip _____

The undersigned hereby certifies that the tax change listed below is true and correct as of this date.

Completed By _____ Date _____

Title _____

Effective Date of Tax Change _____

Prior Tax Percentage _____ New Tax Percentage _____

Prior Rate Single _____ New Rate Single _____
(Tax Inclusive) (Tax Inclusive)

Prior Rate Double _____ New Rate Double _____
(Tax Inclusive) (Tax Inclusive)

The Computer Updating Manager **must** be notified in advance of any tax changes prior to billing Corporate Lodging. If Computer Updating Manager is not notified of the tax change, CLC will make the change effective as soon as possible.

Please Note: This form is not to be used for rate increases.

REMIT TO: Corporate Lodging Consultants, Inc.
ATTN: Contract Administrator
8111 East 32nd Street North Suite 300
Wichita, KS 67226 FAX: (316) 771-7801