





Buckley Air Force Base Lodging Reservation Form

This form is provided so that you are aware of the information required for making an online reservation at the Buckley Air Force Base Lodge via the Air Force Inn website.

On base lodging is the primary hotel for inbound Sailors. If you intend to stay in a hotel out in town, a statement of non-availability must first be obtained from the Buckley Air Force Base Lodge.

Website: <http://www.460fss.com/lodging/>. This website includes current pricing rates, email contact information, and pictures of this facility.

Phone: 720-847-5899; (DSN: 847-5899)

<div style="text-align: center;">  <p>ROCKY MOUNTAIN LODGE RESERVATION REQUEST</p> </div> <p>Date of arrival: <input type="text"/> Date of Departure: <input type="text"/></p> <p># of adults: <input type="text"/> # of children: <input type="text"/> Any pets: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Limit=2 pets per room. One kennel is provided. Guest is responsible for a 2nd kennel in room if needed.</p> <p>Purpose of visit:</p> <ul style="list-style-type: none"> <input type="checkbox"/> TDY – temporary duty assignment <input type="checkbox"/> PTDY – permissive temporary duty assignment <input type="checkbox"/> UTA – unit training assembly <input type="checkbox"/> PCSA – permanent change of station, accompanied <input type="checkbox"/> PCSU – permanent change of station, unaccompanied <input type="checkbox"/> SA – space available <input type="checkbox"/> MEDVQ – medical status <input type="checkbox"/> EMLV – emergency leave orders <p>Last name: <input type="text"/> First name: <input type="text"/></p> <p>Rank: <input type="text"/></p> <p>Phone: <input type="text"/> E-mail: <input type="text"/></p> <p>Company/Unit/Squadron: <input type="text"/></p> <p>Address: <input type="text"/></p> <p>City, State Zip: <input type="text"/></p> <p>If you would like to hold your reservation with a credit card:</p> <p style="text-align: center;"><input type="checkbox"/> Visa <input type="checkbox"/> Mastercard</p> <p>Name on card: <input type="text"/> Credit card number: <input type="text"/></p> <p style="text-align: center;">Exp. Date: <input type="text"/></p> <p>**Official DoD travelers are required to stay in on-base lodging, space permitting, per AFI 34-246.</p> <p>**All 0-6 and above reservations must be coordinated through 460 SW Protocol Office at DSN 847-6929.</p> <div style="text-align: center;">  </div>	<div style="text-align: center;">  </div> <p>Comments/Special Requests:</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div> <p style="color: red; font-size: small;">If you do not cancel your reservation on or before midnight of the date of arrival, your credit card will be charged with a No Show Fee equal to the nightly rate.</p> <p style="font-size: small;">If you do not provide a credit card, your reservation will be made as an 1800 hours hold. If you do not contact us to hold your reservation with a credit card, your reservation will be cancelled at 1800 hours on the day of arrival.</p> <p style="text-align: center; font-size: small;"><u>Space Available Policy</u></p> <p style="font-size: x-small;">Lodging will accept and confirm reservations for Priority 2 (space available) guests according to the guidelines outlined in AFI 34-246 Table 3.1. Priority 1 customers will not "bump" Priority 2 customers with confirmed reservations, nor will they bump them once they are assigned quarters for a specific period of time, except in times of contingency, emergency, or when the installation commander determines higher priorities exist. Installation commanders may establish a policy limiting the number of days space-available guests may stay in on-base lodging to no more than 30 days a year.</p> <table style="width: 100%; font-size: x-small;"> <tr> <td style="width: 50%;">If Projected Occupancy is:</td> <td style="width: 50%;">Space-Available Reservations may be accepted:</td> </tr> <tr> <td>86% or greater</td> <td>Up to 3 days in advance</td> </tr> <tr> <td>81 to 85%</td> <td>Up to 7 days in advance</td> </tr> <tr> <td>66 to 80%</td> <td>Up to 14 days in advance</td> </tr> <tr> <td>51% to 65%</td> <td>Up to 30 days in advance</td> </tr> <tr> <td>50% or less</td> <td>Up to 120 days in advance</td> </tr> </table> <p style="font-size: x-small;">NOTE: Managers have the option to extend these windows if the opportunity exists based on seasonal occupancy.</p> <div style="text-align: center;">  </div> <div style="text-align: right; margin-top: 10px;"> <div style="border: 1px solid black; padding: 5px; display: inline-block; background-color: red; color: white; font-weight: bold;">SUBMIT</div> </div> <div style="text-align: center; margin-top: 10px; font-size: x-small;"> <p>Phone: 720-847-5899 DSN: 847-5899 Fax: 720-847-5663 DSN Fax: 847-5663</p> <p>E-mail: rockymountain.lodge@us.af.mil</p> </div>	If Projected Occupancy is:	Space-Available Reservations may be accepted:	86% or greater	Up to 3 days in advance	81 to 85%	Up to 7 days in advance	66 to 80%	Up to 14 days in advance	51% to 65%	Up to 30 days in advance	50% or less	Up to 120 days in advance
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