

**OKLAHOMA CONSERVATION COMMISSTION
HOTEL RESERVATION INFORMATION**

EMPLOYEE NAME	
EMPLOYEE ID	
EMPLOYEE OFFICIAL DUTY STATION	
DATES NEEDED	
HOTEL NAME	
HOTEL PHONE NUMBER	
NAME OF EMPLOYEES PER ROOM	
KING OR DOUBLE	
SMOKING OR NON-SMOKING	
ADDITIONAL INFORMATION	

FINANCIAL MANAGEMENT USE ONLY

DATE RESERVED	
BY	
CONFIRMATION #	
CONTACT	