



MEDIA VISITATION REQUEST FORM – HALEKULANI

Dates of Stay:

Arrival time at hotel (ETA):

Departure time from hotel (ETD):

Media Organization:

Circulation or unique hits:

Audience demographic:

Word count or story run time:

Story Angle:

Run Date:

(Bloggers) How long will article remain on website?

Please describe what you would like to film/ video/ photograph on property, including times and dates, so that we may better plan for your visit:

Please describe which hotel representatives you need to interview, so that we may better plan for your visit:

For *print* journalists, please email a link of the publication you are on assignment for, links to recently published travel stories, and a letter of assignment. If links aren't possible, please email PDFs.

For *broadcast* productions, please forward a link to the show/program and a letter of assignment. If a link isn't available, please send a DVD.

Full names (and title if applicable) of all guests, including children's ages:

Number of rooms requested:

Phone Number(s):

Billing Address (for media rates):

E-mail:

Room Rate:

Credit Guarantee: (Please convey via telephone)

Spa Services/Treatments Interests:

Dining Interests:

Recreational Activities Interests:

Bedding preference (King, Double, Roll-Away):

Dietary and/or health concerns:

Special occasions that will be celebrated during stay:

Early check-in or late check-out request? (Specify time; we cannot guarantee at booking)

Important: Kindly submit this questionnaire a minimum of four (4) weeks before your desired travel dates, so your request may be given full consideration.