



1. Fill out this form COMPLETELY. If you do not do this correctly, roommates may be randomly selected.
2. Make sure each name has a Customer # (6 digits). This can be found on your organizer workstation.
3. Roommates must be the same gender (exception would be if ALL roommates' parents have signed a written permission letter for mixed gender rooms and sent them to the GradCity.com main office in Peabody).
4. If you have an Adult traveler, simply enter "Y" for Yes under Adult-Y/N box.
5. Have passengers sign their initials on their line.

If there are not four (4) passengers to a room, those in the room must pay the additional cost. The information for the additional room charges can be viewed on the web or you can contact Customer Care at 877-472-3248. This additional charge will be added to these passengers' accounts.

ORGANIZER ROOMMATE FORM	GradCity Sales Rep:	DATE:
HS Name:	Organizer:	
Organizer Phone:	State:	Departure City:
Destination:	Hotel:	
Senior Break Week Date:	Graduation Date:	

Room #	Customer #	Student Name - First, Last	Gender-M/F	Adult-Y/N	Initials
Room 1					
Room 2					
Room 3					
Room 4					
Room 5					
Room 6					

Room #	Customer #	Student Name - First, Last	Gender-M/F	Adult-Y/N	Initials
Room 7					
Room 8					
Room 9					
Room 10					
Room 11					
Room 12					
Room 13					
Room 14					

**FAX THIS COMPLETED FORM TO: GCC Customer Care at 978-573-2069 OR
EMAIL IT DIRECTLY TO YOUR CORPORATE ACCOUNT COORDINATOR**

Comments: