**Hotelska iskaznica:**

|  |  |
| --- | --- |
| HOTEL **Kolovare Zadar** \*\*\*\* Web: http://www.hotelkolovare.hr/  | Ime/ Name/ Name...........................................Soba/ Room/ Zimmer.....................Individualno \_\_\_\_\_\_\_\_\_\_\_ Agencija \_\_\_\_\_\_\_\_\_\_\_\_ Grupa \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **Dobro došli****Welcome****Willkommen** |
| Puni pansion/ Full board/ Vollpansion Polupansion/ half board/ Halbpansion Noćenje i zajutrak / Bed and breakfast/ Ubernachtung mit Fruhstuck  |
|  |
|  |
|  |
| Prvi obrok, dana \_\_\_\_\_\_\_\_\_ Z R V |
|  |
| Završni obrok, dana \_\_\_\_\_Z R V |
| Potpis:  |

**Hotelski račun :**

HOTEL **Kolovare Zadar** \*\*\*\*

Web: <http://www.hotelkolovare.hr/>

 **R A Č U N NO 1000**

 INVOICE

 IME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, soba br.\_\_\_\_\_\_\_\_\_\_\_\_

Datum dolaska: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_datum odlaska:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Usluge | Broj dana | Broj osoba | Cijena |  | Iznos u kn |
| Odrasli:Noćenje /zajutrakPolupansion |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Djeca:Noćenje /zajutrakPolupansion |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Wellness/Masaže |  |  |  |  |  |
| Restoran a la carte |  |  |  |  |  |
| Garaža/Parkiralište |  |  |  |  |  |
| Sport/Rekreacija |  |  |  |  |  |
|  |  |  |  |  |  |
| Prijava boravka |  |  |  |  |  |
| Boravišna pristojbaTourist tax |  |  |  |  |  |
| UKUPNO – TOTAL |  |  |  |  |  |
| Način plaćanja |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Porezna grupa | Osnovica | Stopa | Porez |
| Oslobođeno PDV |  | 0% |  |
| Oporezivo |  | 13% |  |
| Oporezivo |  |  25% |  |
| Ukupno |  |  |  |

 Potpis blagajnik

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Datum:\_\_\_\_\_\_\_\_\_

**Izvješće pansiona:**

HOTEL **Kolovare Zadar** \*\*\*\* Web: <http://www.hotelkolovare.hr/>

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| broj sobe | Tip sobe | broj osoba | zajutrak | ručak | Večera |
| 101 |  |  |  |  |  |
| 102 |  |  |  |  |  |
| 103 |  |  |  |  |  |
| 104 |  |  |  |  |  |
| 105 |  |  |  |  |  |
| 106 |  |  |  |  |  |
| 107 |  |  |  |  |  |
| 110 |  |  |  |  |  |
| 111 |  |  |  |  |  |
| 112 |  |  |  |  |  |
| 113 |  |  |  |  |  |
| 115 |  |  |  |  |  |
| 116 |  |  |  |  |  |
| 117 |  |  |  |  |  |
| 118 |  |  |  |  |  |
| 201 |  |  |  |  |  |
| 202 |  |  |  |  |  |
| 203 |  |  |  |  |  |
| 204 |  |  |  |  |  |
| 205 |  |  |  |  |  |
| 206 |  |  |  |  |  |
| 207 |  |  |  |  |  |
| 208 |  |  |  |  |  |
| 211 |  |  |  |  |  |
| 212 |  |  |  |  |  |
| 213 |  |  |  |  |  |
| 214 |  |  |  |  |  |
| 215 |  |  |  |  |  |
| 311 |  |  |  |  |  |
| 312 |  |  |  |  |  |
| 313 |  |  |  |  |  |
| 314 |  |  |  |  |  |
| 315 |  |  |  |  |  |
| 316 |  |  |  |  |  |
| 317 |  |  |  |  |  |

**Pomoćni obrazac – telefonski poziv**

HOTEL **Kolovare Zadar** \*\*\*\*

Web: <http://www.hotelkolovare.hr/>

|  |
| --- |
| **Pomoćni obrazac – telefonski poziv** |
| datum |  |
| Mr/Mrs |  |
| soba |  |
| * Restoran
 | * bar
 | * wellness
 | * hotelski programi
 | * ostalo
 |
| **Usluga:** |

**Obrazac za prijem rezervacije:**

HOTEL **Kolovare Zadar** \*\*\*\*

Web: <http://www.hotelkolovare.hr/>

Za dan\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Za gosta\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Broj osoba i vrste soba\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cijena i vrsta aranžmana\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Plaćanje\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Napomena\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Datum: Rezervaciju primio:

**Registracijski list:**

HOTEL **Kolovare Zadar** \*\*\*\*

Web: <http://www.hotelkolovare.hr/>

**Registracijiski list**

|  |
| --- |
| HOTEL **Kolovare Zadar** \*\*\*\* |
|  |  |
| PREZIME:SURNAME | IME:FIRST NAME |
| ADRESA: |
| FULL ADDRESS |
| NAZIV TVRTKE |
| COMPANY NAME |
| DOLAZAK | ODLAZAK |
| ARRIVAL DATE | DEPARTURE DATE |
|  |  |
| PLAĆANJE | 🞎 GOTOVINOM/CASH | 🞎 VISA |
| PAYMENT BY | 🞎 AMERICAN EXPRESS | 🞎 EUROCARD |
| 🞎 DINER'S CLUB | 🞎 OSTALO/OTHER |
| NOĆENJE/ACCOMMODATION 🞎 PANSION /FULLBOARD 🞎 POLUPANSION/HALFBOARD 🞎 |
| ROOM No | PERS | RATE | SIGNATURE | CLERK |
|  |  |  |  |  |

**Interne obavijesti u hotelu:**

 **Obavijest**

|  |  |
| --- | --- |
| **Dolazak……………………………………**Soba…………………………………………………….Početna usluga …………………………………..…………………………………………………………….…………………………………………………………….……………………………………………………………. (potpis) | **Odlazak……………………………………..**Soba ………………………………………………………Završna usluga ……………………………………..………………………………………………………………..Datum: …………………………………………. |

|  |
| --- |
| **OBAVIJEST O OTKAZU USLUGA PREHRANE** Za dan…………………………Broj sobe: ………………….Otkazuje:Zajutrak ………………..Ručak …………………….Večera …………………..Recepcionar:::::::::::::::::::::: Datum: …………………….. (potpis) |

|  |
| --- |
| **NARIDŽBA SUHOG OBROKA – (LUNCH-PAKET)**Za dan …………………………. **Z R V**Za sobu br.:………….Napomena: ………………………………………………………….Za .......... sati Datum:……………………..…………………………… (potpis) |

|  |
| --- |
| **OBAVIJEST O PROMJENI SOBE (CH –CHANGEMENT)**Iz sobe ……………………. u sobu ………………………………Iz sobe ……………………. u sobu ……………………………..Iz sobe …………………… u sobu ……………………………..Iz sobe ……………………. u sobu …………………………….. Datum: ……………………….…………………………………. (potpis) |