

# ARRIVAL INFORMATION SHEET

PLEASE PRINT CLEARLY

Unit # \_\_\_\_\_

Check-in Date \_\_\_\_\_

Est. Arrival Time \_\_\_\_\_

Week # \_\_\_\_\_

Check-out Date \_\_\_\_\_

(please note early check-ins are  
not guaranteed)

## OWNER INFORMATION

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

☐

This is a new address

☐

I would like to receive all future pre-arrival information via email

Email Address \_\_\_\_\_

☐

I/We wish to be listed on the in-house Owners List (MUST check the box and fill out if you want to be listed)

Name as you would like it to appear \_\_\_\_\_

☐

I/We will be moving to unit # \_\_\_\_\_ after this week

## RENTER/LOAN INFORMATION

☐

I have rented/loaned my unit to the following individual(s)

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

Additional Guests (For phone call/mail purposes only – please do not list minors)

\_\_\_\_\_

# of children (under age of 16) \_\_\_\_\_ Ages \_\_\_\_\_

## RENTAL ITEMS

☐

Crib (\$7/day)\*

☐

Highchair (\$7/day)\*

☐

Pack-n-play (\$7/day)\*

☐

Rollaway (\$10/day)

☐

Baby Gate (\$5/day)

\*FIRST CRIB OR PACK-N-PLAY AND FIRST HIGHCHAIR COMPLIMENTARY FOR OWNERS DURING THEIR DEEDED WEEK AND UNIT ONLY

ADDITIONAL COMMENTS: \_\_\_\_\_

For beach/bike rentals – Please send an email to: [recreation@casaybelresort.com](mailto:recreation@casaybelresort.com)

Amy Atkinson • Assistant Timeshare Resort Director  
2255 West Gulf Drive • Sanibel, FL 33957  
Phone: (239)395-1876 • Fax: (239)395-2298 • Email: [amy.atkinson@hgv.com](mailto:amy.atkinson@hgv.com)