

LAUNDRY LIST

For ALUD

these had to be  
streamed when  
returned so every  
would get no  
PERSONAL data

**RECEIVING****DISPATCH 532765**

Last Name: .....

Date Received: .....

First Name: .....

Date Delivered: .....

ID No.(Last Four): .....

Signature: .....

Received Signature: .....

**LAUNDRY LIST**

COUNT		CLOTHING ITEM	REMARKS
GUEST	HOTEL		
		BED SHEET	
		PILLOW CASE	
		BLANKET	
		TABLE CLOTH	
		CLOTH NAPKIN	
		LAUNDRY BAG	
		TOWEL	
		WASH CLOTH	
		BLUE JEAN	
		UNDER SHIRT (TANK TOP)	
		UNDERWEAR	
		BOXER	
		BRASSIER	
		LONG UNDERWEAR (TOP)	
		LONG UNDERWEAR (BOTTOM)	
		SOCKS (PAIR)	
		T-SHIRT	
		SHORT (REGULAR) (RUNNING)	
		DESERT SCARF	
		HAT (BASEBALL) (FLOPPY)	
		SWEAT PANT	
		SWEAT SHIRT	
		DRESS SLACKS	
		SKIRT	
		JACKET	
		COLLARED SHIRT	
		COLLARED T-SHIRT	
		FIELD JACKET	
		D.C.U SHIRT	
		D.C.U TROUSER	
		COVERALL	
		SLEEPING BAG	
		FLIGHT SUIT	
		COMFORTERS	
		BASKETBALL JERSEY	
		FITNESS TOWELS	
		BODY ARMOR VEST	
		BODY ARMOR NECK YOKE	
		<b>TOTAL</b>	Any other items not mentioned above will be charged as per Marriott Laundry Shop.

Received by

Checked by

Inspected by

Packed by

Delivered by

Date Received

Date Delivered

Last Name

First Name

(If Not Last Four)

Received Signature

Signature

LAUNDRY LIST

REMARKS

LAUNDRY SERVICE

COUNT

GUEST HOTEL

TERMS AND CONDITIONS

- Please complete the Laundry List and place it in your laundry bag. Ensure that all 4 copies have the complete details.
- Unless quantity of items is specified, Our count must be accepted as correct.
- In case of discrepancy in the number of articles received and you are not available to verify, we will hold the Laundry at the base for verification. (In such cases, 72 hours delivery will not be guaranteed).
- Any claim concerning the finished articles must be reported within 12 hours to the claim counter.

No claim will be entertained to loss / missing items after taking delivery from counter. No claim entertained without pink copy (Customer's copy)

- The hotel will not be responsible for any valuables left in pockets or attached to garment.
- Personal Dry Cleaning Laundry items not covered with the Laundry Contract must be deposited separately and billed directly to the customer.
- Delicate items need to be identified by the customer when depositing soiled linen.
- Please note there will be no hand wash & Leather Wash facility available.
- Last pick up for the day at 19.00 hours.
- Laundry open 24 hrs a day, seven days a week

TOTAL

Delivered by

Packed by

Inspected by

Checked by

Received by