# Hotel COMPARISON SHEET

Date:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Facility | Hotel -1 | Hotel -2 | Hotel -3 | Hotel -4 | Hotel -5 |
| Check in | | | | | |
| Keep reservation Record |  |  |  |  |  |
| Timely & Efficient Check-in Process |  |  |  |  |  |
| Courteous staff |  |  |  |  |  |
| Guest Room | | | | | |
| Clean and comfortable rooms |  |  |  |  |  |
| Furnished rooms |  |  |  |  |  |
| Comfortable bedding |  |  |  |  |  |
| Guest Staff | | | | | |
| Prompt, reliable, and friendly guest off |  |  |  |  |  |
| Guest staff is knowledgeable |  |  |  |  |  |
| Security was available if needed. |  |  |  |  |  |
| Housekeeping staff is friendly and reliable. |  |  |  |  |  |
| Management is available to solve problems. |  |  |  |  |  |
| Food and Dining | | | | | |
| The food and dining staff is courteous. |  |  |  |  |  |
| The food quality is good. |  |  |  |  |  |
| Room service is timely and efficient. |  |  |  |  |  |
| Room service delivers the correct food order. |  |  |  |  |  |
| Amenities | | | | | |
| Hotel amenities (pool, hot tub, exercise room) are clean, attractive, and properly equipped. |  |  |  |  |  |
| Check out | | | | | |
| The check-out process is timely and efficient. |  |  |  |  |  |
| Complete and accurate billing. |  |  |  |  |  |
| Miscellaneous | | | | | |
| Approximate nightly rate |  |  |  |  |  |
| Parking |  |  |  |  |  |
| Metro Access |  |  |  |  |  |
| Pet friendly |  |  |  |  |  |
| Internet |  |  |  |  |  |
| Pool |  |  |  |  |  |
| Additional Comments: | | | | | | |