

**ARRIVAL SHEET**  
**Portofino Condo Rental**

PLEASE EMAIL OR FAX THIS TO US AT LEAST A WEEK PRIOR TO ARRIVAL.

Names of all guests and ages and arrival dates:

Unit reserved:

Arrival date, time and flight information:

Departure date, time and flight information:

Request for food stock to be purchased for you prior to arrival (there is a \$25 fee for this):

Any special requests or information we may need: