

CASA De La PLAYA  
321 COAST BLVD. #116  
LA JOLLA, CA 92037

PHONE: (858) 459-3446  
FAX: (858) 459-2060

casafd@tricommanagement.com

## **RESERVATION REQUEST FORM for 2022**

**Please use this form ONLY for ALL reservation requests.** To avoid delays in processing, please make it legible and complete **ALL the information requested.** An E-mail form can be provided upon request.

**MAIL, E-MAIL, FAX or HAND DELIVER this completed form to CASA DE LA PLAYA'S office any time after receiving the current Reservation Guide** and prior to 4:00PM PT on the day prior to the "1st Day to Reserve". All requests are drawn by lottery and will be processed in the Casa office at 9:00AM on the "1<sup>st</sup> Day to Reserve" as indicated on the current Reservation Guide.

**Phone and personal appearance requests are accepted ONLY after this process has been completed after the draw.** Your call is welcome after 1:00 p.m. PST on the "1<sup>st</sup> Day To Reserve"- **858-459-3446**

**Please provide your current contact information...**

OWNER NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ **New** Phone?

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ **New** Address?

**Email address** \_\_\_\_\_

**TYPE UNIT OWNED (Check one)** \_\_\_\_\_ One Bedroom \_\_\_\_\_ Studio \_\_\_\_\_

**SEASON OWNED (Check one)** \_\_\_\_\_ High Season \_\_\_\_\_ Prime Season \_\_\_\_\_

FIRST CHOICE **week#** \_\_\_\_\_ **arrival date** \_\_\_\_\_ **departure date** \_\_\_\_\_

SECOND CHOICE **week#** \_\_\_\_\_ **arrival date** \_\_\_\_\_ **departure date** \_\_\_\_\_

THIRD CHOICE **week#** \_\_\_\_\_ **arrival date** \_\_\_\_\_ **departure date** \_\_\_\_\_

- Preferred **Unit #:** 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_ 7 \_\_\_\_\_ 8 \_\_\_\_\_ 9 \_\_\_\_\_
- Roll over if unit not drawn? \_\_\_\_\_
- **Consecutive use** total weeks: \_\_\_\_\_ / **Limited to 4 Weeks in any one unit**

**We will call all owners involved with results for the current week's draw.** If you were not drawn we will move you to your next choice week or if all three choices are exhausted, we will roll you over to the following week until you are drawn. **We email confirmations** out and only if requested or you do not have email do we mail your confirmation.

- **I am letting a guest use my reserved week and the**
  - **guest's name, address and phone # is:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- **Special Requests:** \_\_\_\_\_  
\_\_\_\_\_

**NOTE: You must COMPLETE and SUBMIT a SEPARATE request form if:**

1. You are requesting reservations at different times or seasons or different unit sizes during the "use year".
2. You are requesting more than one share for the same week.

**Every effort will be made to accommodate your preferences. We look forward to seeing you!**