



## **Purchase Orders for Pre-Payment**

**Please be advised that Caesars, Bally's and Harrah's Resort Atlantic City Hotels do not accept Purchase Orders on a "Direct Bill" basis.**

**All Purchase Orders will be accepted on a "Pre-paid" basis only. Once your purchase order is received and the amount due is verified, it will be signed and returned to you for payment in advance. Payment must be received prior to your expected arrival date. Please make your purchase order and check payable to the hotel that your guests will be staying with. Mail all checks and purchase orders to the address below.**

**NOTE: If the payment due on the signed Purchase Order is not received by the hotel prior to your guests' arrival, your guests will be asked for payment at check in time. The hotel WILL NOT accept a check upon arrival. All checks received after your scheduled check in date will be returned to you.**

**If you have any questions, please feel free to contact us at the phone number below Monday-Friday 9:00am-5:00pm eastern standard time.**

**Calena Hunton  
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1900 Pacific Avenue  
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Fax: 609-441-5202  
Phone: 609-441-5529**