



**Ronald McDonald  
House Charities®  
Richmond**

**REQUEST A ROOM FORM**

You can request a room at the RMHC Richmond online. A staff member at RMHC Richmond will contact you to complete your request. Please call 804-355-6517 if you have not heard from a staff member within 2 hours of completing this request.

**Stay Information**

<b>Today's Date:</b>	<b>Date of Arrival:</b>	<b>Length of Stay:</b>	<b>Number of Guests:</b>	
		Days/Weeks	Adults:	Children:

**Patient Information**

<b>Patient Name:</b>	<b>DOB:( must be 21 or younger)</b>	<b>Gender:</b>	<b>Referring Unit:</b>
<b>Hospital:</b>	<b>Diagnosis:</b>	<b>Physician:</b>	
<b>Referring Staff Member Name and Title:</b>	<b>Phone number:</b>	<b>Email</b>	

**Primary Guest Information**

<b>Parent/Guardian Name:</b>	<b>Phone:</b>	<b>Relationship to Patient:</b>	
<b>Other Parent/Guardian Name:</b>	<b>Cell/Alternate:</b>	<b>Relationship to Patient:</b>	
<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip:</b>

**Other Guests**

<b>Name:</b>	<b>Age:</b>	<b>Relationship:</b>

**Special Needs?**

Does the family need transportation? YES or NO

Do any guests have any physical limitations that would prevent them from climbing stairs? Yes or No