

# Tower Pointe at Arbor Trace Condominium Association, Inc.

12/30/04

## *Reservation and Use of Guest Suites*

### **Rates (Plus 10% state and county tax)**

- \$125 per night -December 15th through March 31st or the Sunday following Easter, whichever occurs later \$70 per night - April 1st
- ( or the second Monday following Easter, whichever occurs later) through December 14th

### **Reservation Procedures and Restrictions: Financial Responsibility**

1. To initiate a reservation, a completed reservation request must be submitted to the Tower Pointe Concierge. Reservation requests may be submitted up to six months prior to the reservation period, but will not be confirmed until two months before the beginning of the period. If at the time of confirmation there are more reservation requests than there is space available, a lottery will be held to determine the order in which requests will be confirmed. A resident who has rented a guest suite for any portion of the week before or after Christmas, Easter or July 4th will not be eligible to participate in the lottery for the weeks surrounding the same holiday in the following year. This restriction applies to all members of the resident's household.
2. The maximum period for which a reservation can be made is seven days, but a reservation may be extended during the period of occupancy for one additional seven day period if space is available.
3. If a reservation is confirmed but subsequently canceled, the resident to whom the reservation was confirmed will be charged for any night during the reservation period on which the suite is not subsequently occupied.
4. The reservation to whom a reservation is confirmed will be responsible for all related charges, including damages and the cancellation charge described above. These charges shall be considered to be assessments.

### **Details of Occupancy**

1. Guest Suites are furnished with two queen-sized beds, television, mini-refrigerator and coffee maker. They are exclusively **non-smoking rooms** and **pets are not permitted** at any time. **Maximum** occupancy is **four persons** per suite.
2. Check-in time is 3 P.M. and check-out time is 11 A.M.
3. Limited housekeeping is available on week days. Additional towels will be provided for weekends or holidays.