La Residence Suite Hotel Rules and Regulations

La Residence Suite hotel is only authorized to accommodate properly registered guests; therefore, a valid photo ID is asked to be presented and copied for paperwork at time of check in. The registration form filled out by the guest upon arrival contains the name of the hotel, true names of guests, true address, phone number, vehicle information, room number, rate, dates of accommodation (including times of arrival and departure) and guests' signature, subject to inspection by law enforcement. This is an agreement to these accommodations as well as the following rules and regulations.

- 1. A valid Credit Card with funds for the entire stay as well as a hold for incidentals shall be run and charged at check-in. Unless stipulated otherwise in advance, guests are required to pay the prices for accommodation and other services rendered in accordance with the valid price list upon arrival. All hotel charges are due at check-in for stays less than 30 days. For stays 30 days or longer, one week in advance will be charged at check-in and every Friday thereafter. All accounts are updated and charged on Fridays. Any remaining balances or fees owed on any account will be finalized using the card given at check-in unless otherwise specified in advance. In the case that a bill has been unpaid, whether the guests are present or not; La Residence Suite Hotel reserves the right to lock up the guest room and store the guest's possessions in storage or a warehouse at the owner's risk until the bill is paid in full.
- 2. Minors under 21 years of age are not allowed to stay at this hotel without being accompanied by their parent or guardian.
- 3. Smoking is not allowed in the room for security and safety reasons and respect for nonsmoking guests. Rooms are equipped with fire and smoke alarms for guest safety. If rooms are found to have been smoked in, there will be a charge of \$250.00 to the guest's account.
- 4. Pets are allowed on premises with prior approval and additional per night, per pet fee; guests are responsible for any loss or damage done to hotel property by a pet. Additional charges will be added to the guest's account in the event of lost or damaged property. Please remember that this hotel will have non-pet guests, and their comforts and medical conditions must be respected for the benefit of the guests and this hotel. Dogs must be kept on a leash at all times when out of guest room. Excessively barking dogs in or out of rooms will not be tolerated, so please keep pets quiet, otherwise, we reserve the right to require guests to remove pets from the hotel premises. Dogs must be secured in crate/pen inside room if left alone for longer than 4 hours, or if the guest will be returning later than 8:30pm Pacific Time. If a guest requests housekeeping services, pets must be in the guest's possession, held, or secured in crate/pen in order for the housekeepers to clean the room.
- 5. The rooms cannot be used by more persons than originally booked. If more persons are admitted, they will be charged accordingly, or the total party will be asked to vacate the premises. One bedroom suite rates are based on double occupancy and two-bedroom suite rates are based on four person occupancy. There is no charge for children under eighteen. There will be a charge per night for each additional adult.
- 6. Guests acknowledge the housekeeping hours of 9am to 3pm daily, and the Maid and/or Replenishment sign must be put out before 2pm in order to be serviced on that day. Should a guest need replenishments after these hours, contact the front desk during business hours. Any guests staying 7 days or longer are required to have cleaning at least once per week. Regardless of the presence of a DO NOT DISTURB sign, we reserve the right to enter the room for security and safety reasons.

- 7. Guests may not move furnishings or interfere with the electrical network/any other installations in the hotel rooms or on the premises of the hotel without the consent of the hotel management.
- 8. Guests are obliged to pay for <u>any</u> loss, damage, or stolen hotel property caused by themselves, their friends or any person for whom they are responsible. For this reason, there is a hold on guests' credit card upon arrival for incidentals such as loss or damage to linens, furnishings, appliances, kitchen equipment, electronics, paintings, walls, doors, cabinets, windows, etc. If hotel property is stolen or damaged, La Residence Suite Hotel reserves the right to charge the guests' credit card for the lost or damaged items.
- 9. Guests are to observe nighttime peace and quiet in the period from 10:00 p.m. to 9:00 a.m. and are not to disturb other guests accommodated in the hotel. There shall be no disruptive behavior, partying or other disturbances to any other guests at any time.
- 10. The guest room is used for transient purposes only and may not be used for business purposes. Guests may not perform business or run a business of any kind out of the hotel.
- 11. There shall be no illegal activities on the hotel property. Any such actions may cause La Residence Suite Hotel staff to ask guests to leave immediately and still pay for the total reservation.
- 12. Management reserves for itself the absolute right of admission to any person in the hotel premises and to request any guest to vacate his or her room at any moment without any previous notice and without assigning any reason whatsoever, the guest shall be bound to vacate when requested to do so. In default, the management will be entitled to remove the luggage and belongings of the guest from the room with a two-member committee in attendance, and to lock the room or rent the room to another guest.
- 13. Guests are to use their room for the agreed period stated on the registration form, unless changed and authorized by the La Residence Suite Hotel front desk staff. Guests are to check out by 11:00a.m. on the last day of their stay, and they are required to have vacated the room by this time. There may be extra charges for any late check-out. In the event the guest fails to pay attention to requests to vacate the room at the required check out time, the hotel reserves the right with a two-member committee in attendance to catalogue the guests' possessions, and may store them in storage or a warehouse at the risk of the owner, so that the room can be used by the subsequent guest for whom it has been reserved, as well as charge the card on file for the duration of the guest's stay.
- 14. Guests are obliged to uphold the rules and regulations of the La Residence Suite Hotel and in the event that these rules are violated, the hotel has the right to refuse the agreement of the provided room and services to the guest and/or apply the appropriate charges to the guest's account.

For further information please contact the front desk.

These rules and regulations may change at any time.