

## Hotel Group Policy

**We would like to extend a very warm welcome to your group and thank you for choosing our hotel for your stay. Like all guests we want the members of your group to enjoy their visit, enjoy the facilities of the hotel, and to leave with a favorable impression of the city, hotel and our staff.**

Our hotel needs to consider our other guests to ensure they also have a safe and favorable experience. We do have some requests and a few restrictions for our groups.

1. Quiet time is at 10:00 P.M. until 9:00 A.M.
2. Group members **may not** roam, run or play in hallways, stairwells, or in the parking lot.
3. We require **constant** adult supervision in the pool and spa areas while any member of the group is in the area.
4. Should our housekeeping staff find a room unmanageable due to misbehavior, the hotel may choose to charge the credit card responsible for this room for any damage or extra cleaning fees that may apply.
5. There must be an adult chaperone on the hotel grounds at all times while the group is present. They **must** make themselves available to our staff as a contact person in case of any accident or problem.
6. It is at the discretion of the hotel management to ask the group or an individual member of the group to leave the hotel premises if unresolved problems persist.
7. Rooms can only be confirmed upon receipt of your signed team booking form and a signed copy of this hotel group policy.

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**Cancellation Policy is stated on your team booking form.  
It is your responsibility to make all team members aware of the cancellation policy.**

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**Please enjoy your stay and do not hesitate to contact any staff member if there is anything we can do to make your visit more enjoyable.**

\_\_\_\_\_  
Group Representative Signature

\_\_\_\_\_  
Date

**Smith & Melnike Wedding**

Group Name

**68097**

Tournkey File Number