



Guest Suite Use

The following policies apply to the rental of the guest suite

- Advance reservations with full payment by cheque or money order are required for use of the suite.
- Only owners may reserve the suite on behalf of their guests, and owners assume full responsibility.
- Reservations may be made by calling the Merit office (443-1930) and requesting a reservation form. Forms will also be available in the clubhouse.
- A reservation is confirmed only upon receipt of the signed completed form and full payment.
- All reservations are made on a “first come, first served” basis.
- Reservations may be made for a maximum stay of one week at a time. This can be extended by re-booking each week for the following week, subject to availability.
- Check-in time is 5 pm. The key to the suite will be provided to the owner prior to that time.
- Check-out time is 11 am. Suite key must be dropped in the mail box on the exterior of the clubhouse, or given to the cleaning staff. For security reasons, the keys to the suite cannot be duplicated. If the key is not returned on departure, or is lost during guests stay, owner will be charged the cost of re keying both locks on the suite door and cutting of five new keys. Estimated cost \$100.00.
- The suite will be inspected after each occupancy. Owners will be responsible for all damage or missing items noted during the inventory check.
- Suite will be cleaned following each departure.
- Toiletries and cleaning items are not provided. Guests are reminded to bring soap, shampoo, dishwasher detergent etc.
- A “no smoking” and “no pets” regulation applies to use of the suite.
- Cost of the suite rental is \$110.00 for the first night and \$30.00 for each subsequent night. Cost of rental extension is \$50.00.
- Cancellation fee of \$30.00 for cancellation of all or part of a reservation.