

CROSSBOW POINT CONDOMINIUM CORPORATION GUEST ROOM USE AGREEMENT

As an Owner/Tenant I AGREE that my use of one or more Guest Rooms is subject to the following:

1. During the current calendar year, I have not utilized Guest Rooms for more than a combined total of 16 days. (Note: additional days will be permitted if available within 7 days prior to reservation request)
2. **I will be in occupancy at Crossbow Point for all the days that I have guests occupying a Guest Room.**
3. **I will be liable for costs** to repair Guest Room damages and pay for additional cleaning fees which may be accessed for excessive mess or stains. I understand that payment is due upon receipt of invoice. In all cases such costs may be added to Owner's condominium assessment as a special levy to be paid by the regular monthly due date.
4. **Fees** for Guest Room use are \$85.00 for the first night plus \$40.00 for each additional night. These fees are inclusive of cleaning fees and are payable in full within 7 days of booking or the reservation will be cancelled. Payment can be made by cheque to Crossbow Point or Interac e-Transfer (cbguestsuites@gmail.com) at the time of booking. Please, no cash or post-dated cheques.
5. **Refunds** (less a \$45 cancellation fee) will be issued for any partial or complete reservation cancelled 7 days prior to the first day of the reservation. For clarification: a reservation starting on a Friday would need to be cancelled before midnight on Thursday of the week before. **NO REFUND will be issued for cancellation less than 7 days prior to the first day of the reservation.**
6. **No Smoking** in Guest Rooms. Non-compliance is subject to an additional \$250 fee plus cleaning charges.
7. **No pets *** in Guest Rooms. Non-compliance is subject to an additional \$250 fee plus cleaning charges.
8. **Maximum number of persons** staying in each guest room is 2 adults and 2 children. **Children under the age of 18 years** are not permitted in the guest rooms or the amenities building unless accompanied by an adult. Non-compliance with each requirement is subject to an additional \$250 fee per daily incident.
9. **Key(s) for the Guest Room** will be returned to the Board's representative no later than Check-Out time. Alternatively, I and/or my guests may lock the Guest Room door and slide the key(s) under the door upon leaving.
10. **The Board may revoke an Owner's/Tenant's Guest Room privileges** if Owners/Tenants/Guests do not adhere to the requirements of this Agreement, the Condominium By-Laws and Rules.
11. **Check-in:** no earlier than 3:00 p.m. **Check-Out:** no later than 11:00 a.m. following the last full day of reserved Guest Room use.

I further understand that:

1. Use is subject to the Owner being in good financial standing with the Condo Corporation as of the date(s) of use. Non-compliance results in loss of Use privileges by an Owner and any applicable Tenant.
2. Reservation and use of the Guest Rooms is on a "first come, first served" basis.
3. Any dispute resulting from the use of the Guest Room, or the conditions within this document, is to be referred to the Board for final decision.

This form MUST BE COMPLETED AND SIGNED BY THE REGISTERED OWNER OR REGISTERED TENANT that is on file with PEKA Professional Property Management.

I/we, _____, Owner(s)/Tenant(s) of # _____ 155/175 Crossbow Place, Canmore, Alberta have read and accept the above Guest Room Use Agreement.

Guest Room number(s): _____

Dates of use: Check in: _____ to Check out date: _____
(up to 7 consecutive days; additional days only if still available 7 days prior to the first day of the reservation)

(Owner/Tenant Signature) Date: _____ (up to 6 months prior to rental)

(Board Representative Signature) Date: _____

*Crossbow Point complies with Service Dogs Act, Alberta. Certified Service Dogs, along with their Certified handler, are permitted provided that copies of recognized documentation is provided in advance. Due to additional cleaning requirements, an additional cleaning charge of \$35 applies.