

RESERVATION NAME _____

CHECK IN _____ CHECK OUT _____

RESPONSIBILITIES, POLICIES & PROCEDURES

The River Ranch Rates: up to 16 people 500.00 per night, (There is an additional fee of \$25 for each additional person over 16 total staying on the property - Children 4 and under stay free) Fremont County Lodging tax and fees are an additional 9.4%

The Valley Ranch Rates: up to 16 people 600.00 per night, (There is an additional fee of \$25 for each additional person over 16 total staying on the property - Children 4 and under stay free) Fremont County Lodging tax and fees are an additional 9.4%

Check in: CHECK IN: 4:00 p.m. to 7:00 p.m.. Arrangements must be made in advance for early or late arrivals. Should you arrive early in summer months you may relax at the White Water Bar & Grill adjacent to our office. Please call in advance for any Winter Season check in times. The locations may not be available until 4:00 p.m. but, if they are ready sooner we will accommodate you.

Late check-ins Late check-ins to the Royal Gorge Vacation Rentals must be arranged with prior notice. Reservations not checked in before 10:00 PM without prior arrangement are subject to cancellation without refund. In which case the full balance will be charged to the credit card on file.

Check out: 11:00 am (If you are rafting with us the following day you may keep your items in the garage storage area until your raft trip returns.

Confirmation: Your reservation is confirmed with a 50% deposit of your total balance due. A credit card on file is required to make your reservation. The balance may be paid by personal check or money order but it is required to arrive within 10 days of making your reservation and 20 days prior to arrival. Otherwise the remaining 50% balance is due 7 days in advance of your arrival date.

Cancellation Policies: Deposits are refundable less a \$50 processing fee only if cancellations are made with more than 30 days remaining prior to your scheduled reservation date, otherwise the total amount will be charged to the credit card on file. (Refunds are available within 30 days of reservation date less a \$50 processing fee if your cancellation is covered by an alternate reservation.

Damages: Damages or the necessity of extensive cleaning to either vacation rental property will be charged to the credit card on file. We are a non smoking facility but smoking is allowed outside in the front patio area. Fire or smoke of any kind (aside from cooking) is not allowed indoors including cigarette, candle or incense burning. Guests will be responsible for additional cleaning fees and / or damages that occur from smoke or incidental damages.

Children: Children under supervision in good behavior are welcome at the Royal Gorge Vacation Rentals, parents are responsible for their actions. (We do not charge for children 4 and under)

Pets: We love our pets too! - but we do not allow pets at the Vacation Rentals or on the property. We have a stuffed animal in the garage in case you grow lonely.

Shoes: We have a no shoes policy: We require that shoes are not worn indoors and kindly ask that you remove your shoes at the main entrance and leave them near the fireplace. This helps in keeping the lodging at its cleanest for you and future guests.

House keeping Extended stay housekeeping is available for an additional fee.

Reviewed & approved by: _____ Date: _____

It is our focus to make your stay with us an enjoyable experience, please let us know how we can assist. We accept Visa, Master Card, Discover, AMEX, personal check or money order.