



Bell Lodge Backpackers Hostel

Guest Guidelines

PLUS TERMS & CONDITIONS OF OCCUPANCY

Bell Lodge Backpackers Ltd

- **USE OF DRUGS OR DRUNKEN BEHAVIOUR WILL NOT BE TOLERATED. YOU WILL BE ASKED TO LEAVE IMMEDIATELY.**
- Guests should be off the decks after 10.00pm. **NO EXCEPTIONS. EXCESSIVE NOISE** will not be tolerated. This includes excessive noise inside. If you want to party, go into town. Any guest who abuses this rule will be asked to leave immediately.
- **ALL VISITORS** must report to the Office. No visitors after 7.00pm. **NO EXCEPTIONS.** Visitors are NOT permitted in any rooms at any time.
- **CHECKOUT TIME IS 10.00AM** Please return your plates/ keys and sheets to office. Unless otherwise arranged late checkouts WILL incur additional charges.
- To obtain weekly rates you **MUST** pay in advance. Daily Rates will apply should you not pay on your due day. Should you choose to leave before the week is up the will be no refund.
- If we find you work you **MUST** stay at Bell Lodge and pay the deposit required in accordance with the terms and conditions of occupancy.
- Please **WASH, DRY** and **PUT AWAY** your dishes. Any dirty dishes will be removed from the kitchen.
- The kitchen may be closed between 8.30am / 11.00am daily, for cleaning.
- No extra heaters in rooms except for the ones already on the wall. If you are cold we have extra blankets you may hire for a small charge.
- **NO SMOKING** indoors, or out the back of the Lodge kitchen area. On the decks and in the courtyard are acceptable. Please dispose of butts properly.
- **DO NOT WASTE WATER.** As a rule we ask that you do not wash your vehicles here, nor wash your clothes in the bathrooms. There are washing machines provided for this.
- **PLEASE RECYCLE.** Glass, cans, plastics and paper/cardboard. There are black recycling bins provided in the kitchen, outside the lounge and by Unit 4.
- **KEEP YOUR AREAS CLEAN.** You are responsible for making sure your rooms are kept clean and tidy.
- **DO NOT ENTER OTHER GUESTS AREAS UNLESS INVITED.** Respect other people's privacy and possessions while you are staying at Bell Lodge.

If you have any queries, problems with the accommodation, equipment or other guests please let us know. We always like to help.

Thanks

Sheree, Rick & Staff



Bell Lodge Backpackers Ltd

Terms and Conditions of Occupancy

- Bell Lodge Backpackers Ltd & the staff of (hereafter known as the “Owners”) retain the right to enter Units / Rooms or tents, where there is a belief that, but not limited to
 - There may be unauthorised persons staying that have not paid
 - There may be drugs or any other non lawful activity within
 - Should any damage to property not belonging to the Owners occur during the course of entry this is the responsibility of the guest. No responsibility will be accepted by the Owners.
 - Should there be any damage to property belonging to the owners caused during the course of entry, all costs of repair will be charged to the Guest or person nominated in charge of a Group Booking.

- The Owners retain the right to request Guests to wear a form of identity tag which confirms they are authorised paying guests

- The Owners reserve the right to ask a Guest or Group to leave (at any time) for non-compliance of the “Guest Guidelines” (as posted around the complex) and / or Terms & Conditions of Occupancy.
 - Should a Guest or Group be asked to leave there will be no refund given.

- Guests not of a legal age to consume alcohol are not permitted to do so at any time within the grounds of Bell Lodge (unless accompanied by a **parent or legal guardian** who accepts sole responsibility for the actions of that guest).
 - The Owners will not / do not accept any responsibility for any underage person who is found drinking within the grounds of Bell Lodge. Those persons will be removed from the premises immediately.

- Payment in full for the term of stay is required at the commencement of stay unless staying on weekly rates when payment is required in advance of each week you are staying.
 - Weekly rates are offered to world travellers and are payable one week in advance by 10.00am on the anniversary day of the day of your arrival otherwise daily rates will apply. No refunds will be given should the guest leave before the week is up.
 - If the Owners have arranged and placed you in employment for a period of time confirmed to the Owners by the employer (the “Reservation Period”), you acknowledge and agree that, in consideration of such employment placement and reservation of the room on your behalf for the Reservation Period, you will:
 - Remain as a guest at Bell Lodge for the reservation period; and
 - Pay the Reservation Deposit in advance to the Owners in the amount set out below, or provide valid credit card details, with an understanding that should you leave Bell Lodge before the end of the Reservation Period the outstanding balance of stay will be charged against this Credit Card.
 - Should the job continue beyond the Reservation Period, you agree to continue your stay at Bell Lodge whilst you are still working at the position / positions sought and provided by Bell Lodge
 - Should you leave Bell Lodge during the Reservation Period or after the Reservation Period and you acknowledge and agree that the Reservation Deposit will be retained by the Owners in full and shall be non-refundable whatsoever.

- Any charges or outstanding payments will be charged against the credit card provided on booking / check-in or invoiced to the address given when checking in. Should these not be paid within 14 days of the date of the invoice the debt will be passed to a debt collector and you shall pay all costs, expenses and charges including legal costs on a solicitor and own client basis that are incurred by the Owners in recovering any money owing to the Owners by you.
- Any damages to property belonging to the owners, caused by you, will be charged to you or the person nominated in charge of a Group Booking. All bookings require a valid credit card at commencement of stay.
- All other reasonable and lawful requests and directions are to be observed when requested / directed by management or staff of Bell Lodge Backpackers Ltd.
- Where Bell Lodge supplies dishes these are labelled with your rm / bed #. They are your responsibility to look after. Dishes found dirty and or left out will be removed. \$2 will be charged to get them back. When checking out please return box to the office making sure all items are correct otherwise you will be charged \$2 for each incorrect / lost or broken item.
- Where a credit card is being provided or charged under these terms and conditions (whether for payment of charges, payment of outstanding charges, used in conjunction with the Reservation Deposit, covering the cost of repairs for damage caused, or any other reason), the signatory hereto acknowledges and confirms that:
 - o they are the owner of the credit card being charged; or
 - o where they are not the owner of the credit card being charged, the credit card holder has full knowledge of, and has authorised and consented to, the use of the credit card under these terms and conditions; and
 - o where a credit card is being charged for a group booking the owner of the credit card has full knowledge of, and has authorised and consented to, the use of the credit card under these terms and conditions and has done so in respect of all the members in the group in the group booking.

Where applicable, the “Reservation Deposit” payable in advance is \$_____ (including GST).

Reservation Period____ (number of weeks committing to work, which may extend as long as in work)

Card Number _____ Expiry Date _____ CVC # _____

Card Type _____ Name on Card _____

I acknowledge I have read and understood the above Terms and Conditions of Occupancy and agree to abide by the “Guest Guidelines” posted around the complex.

Signature

Full name

Date