



## Sea Jewel Hotel – Rules & Regulations

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The Management of Sea Jewel Hotel kindly requests the cooperation of our guests in observing the following hotel rules & regulations. *Updated on 6 October 2017.*

1. Guests are requested to use their room solely for the purpose of peaceful residence.

*\* Gambling, prostitution and any breach of law or hotel rules are prohibited.*

2. Please secure all belongings at all times. For security and safety reasons, all guests are required to register. Full payment is also requested before check-in. In case of cancellation, no refund is allowed after check-in.

*\* Check-out time is 11:00 AM. An additional charge of Two Hundred Fifty Pesos (P250.00) per hour or a fraction thereof will be collected after the check-out time.*

*\* The management is not liable or responsible for any loss or damage to valuable items, money or documents left or lost inside the room.*

3. We do not allow more than the standard capacity of each room.

*\* In case of additional occupants in the room, we charge extra depending on the season. Please consult our front desk for the amount. Deluxe Quad can only accommodate two additional guests, Deluxe Fam can accommodate six additional guests. As a general rule other rooms cannot accommodate more than the standard capacity of guests.*

4. Smoking is strictly prohibited.

5. Please observe cleanliness at all times.

6. Silence must be strictly observed during night time.

*\* Visitors/outsideers are not allowed inside your rooms. \* Massage is not allowed in the room.*

7. The hotel management has the right to refuse guests that cause annoyance and inconvenience to other guests. Courtesy and respect to fellow guests should be practiced at all times.

8. Guests are not allowed to use electrical appliances that are not provided for by the hotel services with the exception of cellphones, notebooks, and other mobile devices.

*\* Cooking & eating inside the room is strictly prohibited. Please eat in our restaurant.*

9. Please deposit the key and keycard at the front desk counter when leaving the hotel premises to avoid loss. When room is left unattended, kindly ensure that lights, air-conditioner and water faucets are turned off for safety purposes.

10. It is our policy to let our room boys/ girls to inspect the room (10) minutes before check out.

*\* Should anything be discovered lost or missing, the management reserves the right to ask information from the guest about such loss without prejudice to the guest or to the hotel management.*

11. Guests will be made accountable for any damage they incur on hotel properties. Such damage must be dealt with accordingly either by replacement or payment of the assessed value.

***NOTE: Please return the key, TV remote control at the front desk/ office upon check-out. A charge of P1,000 for lost key and/or keycard, P1,500 for remote control, and P300 for damaged keycard will be collected.***

Management is more than willing to assist you for any problem related to our operation. The above-mentioned hotel rules/ regulations are designed to make your stay comfortable & enjoyable.

**THE MANAGEMENT**