

INTERNATIONAL GUEST HOUSE
RESERVATION REQUEST & REGISTRATION AGREEMENT

48 BLANCHARD AVE, TRURO NS

Guest Name(s), ages(s) & gender(s):

Agency/Organization (if applicable):

Address:

Email:

Phone :

Check-in date:

Check-out date:

Number of Rooms Required (Please indicate premium or standard if booking only 1 room):

Guest Emergency Contact Information (in your home country):

Dalhousie Faculty Advisor & contact information:

Dalhousie Account to charge (if applicable):

Term & Conditions

All individuals staying at the Dalhousie AC International Guest House must agree to the following Terms and Conditions and are required to sign this document agreeing to the conditions prior to or during the check-in process. For guests who are minors (those 18 years of age and under), a chaperone of legal age (19 years of age or older) will be required to sign on behalf of the minor(s) and will be responsible for ensuring their compliance.

1. Check-in time is 3:00 pm on the day of arrival and check-out time is 11:00am on the day of departure. Additional charges may apply if the room is not vacated by 11:00 am and will automatically be charged to the guest's account. Luggage storage arrangements can often be made with Dalhousie AC International (intdalac@dal.ca).
2. Minors (those 18 and under) are not permitted to stay without an accompanying adult chaperone (an individual 19 years of age or older). Dalhousie reserves the right to refuse accommodation to minors without proper supervision. Chaperones shall ensure that the minors are properly supervised and that all activities undertaken by the minors are safe given the relative age, skill and experience of the minors under their care. The undersigned chaperone shall be severally liable for all acts or omissions of the minors listed within this document.
3. Daily cleaning service is not provided; cleaning is provided after guests check out. Guests are expected to keep the house clean and tidy during their stay; especially shared spaces (kitchen, dining/living area, shared bath). Personal belongings should not be left in common spaces, except for food that is stored in cupboards or refrigerator. If the house is left excessively dirty or in disarray, guests will be charged for any extra cleaning costs incurred.

4. Guests are not permitted to use the Guest House address as their personal mailing address. Guests who need a mailing address, must arrange an appropriate address with their Dalhousie supervisor or host contact.
5. Dalhousie reserves the right to immediately evict any guest based on unacceptable behavior.
6. All Dalhousie University buildings are smoke free. Guests of the Agricultural Campus may smoke only in designated areas. Guests not respecting this policy may be subject to a charge and/or eviction.
7. Alcohol and cannabis consumption is prohibited in all public areas in campus facilities.
8. Guests (or chaperones where applicable) are responsible for all damage to, and loss of, Dalhousie property. Lost keys will be charged at rate of \$50 per key. Guests will be charged applicable replacement fees.
9. Any violation of fire regulations may result in an automatic charge to the guest's/chaperone and immediate eviction.
10. Dalhousie is not responsible for lost, damaged or stolen property.
11. Dalhousie does not permit firearms on campus under any circumstances.
12. Pets are prohibited in the guest house.
13. Under no circumstance is an object permitted to be thrown out of a facility window.
14. Dalhousie University requires 48 hours notice of any change or cancellation to a guest's reservation or a fee equivalent to two night's stay may be charged.
15. Workers may need to enter your room to complete work; they will be announced (in advance when possible) and will be accompanied by a Dalhousie employee. If you have any concerns, please contact intdalac@dal.ca.
16. Dalhousie asks that guests be mindful of other guests staying in the Guest House and refrain from making excessive noise between the hours of 10:00 PM and 10:00 AM.
17. All reservations are subject to any Public Health regulations.

By signing below, I agree to the terms and conditions as detailed in this agreement.

Signature: _____

Date: _____

Office Use Only

Amount to be invoiced: _____

Method of payment

Cheque: _____ Cash: _____ Journal Entry: _____