

## **RULES FOR ACCOMMODATION**

1. The guesthouse will provide accommodation only to duly registered guest(s) (hereinafter referred to as "The Guest"). For that purpose, the Guest shall present his/her valid identity card, passport or other ID document substituting an identity card to relevant reception desk staff of the guesthouse immediately after arrival.
2. The Guest will receive two keys; one key to the entrance door of the accommodation section and the other key to his/her room. The entrance door of the accommodation section (the door above the staircase) should be locked between 10 pm and 8 am.
3. The price of accommodation includes breakfast, which is served between **7 and 8.30 am**, unless otherwise agreed. In case that the Guest wishes breakfast at another time, then he/she may receive a breakfast packet. When booking or arriving at the guesthouse, please, indicate the time of your breakfast. The buffet-style (cold plate) breakfast is served in the restaurant.
4. On the basis of confirmed binding order (confirmed booking), the guesthouse **shall accommodate the Guest between 2 pm and 9 pm** on respective day. Booked room is reserved for the Guest until the latter time, unless otherwise agreed by the (confirmed) order/booking. If the Guest does not arrive at that time or does not inform the reception desk in advance on his/her delayed arrival, then the guesthouse can accommodate another client in the room.
5. Earlier accommodation is possible only after previous agreement with the reception desk and after indicating such request in respective order/booking of the Guest.
6. If the Guest is accommodated before 6 am, then he/she will be charged also for the previous night, unless otherwise agreed with the Guest in advance.
7. If the Guest decides to stay longer, then the guesthouse may offer him/her another room than that he/she originally had (e.g. when the guesthouse is fully booked at the time).
8. The Guest, who has booked a room in the guesthouse, agrees with the Rules for Accommodation published at the website **[www.zdenaboudahk.cz](http://www.zdenaboudahk.cz)**
9. The guesthouse shall be responsible only for damage to those things which have been brought by the Guest into the area reserved for accommodation.
10. In case of any damage found by the Guest, he/she shall report it to the reception desk staff. The Guest shall be responsible for any damage caused on the property of the guesthouse in accordance with the Civil Code and related regulations.
11. The Guest has right to use the room for the agreed time. Unless otherwise agreed, the Guest shall vacate and leave the room **by 10 am (Check-out Time)** of the last day of booking. If the Guest does not do so, then the guesthouse has right to charge the Guest for each even commenced hour a late-leaving fee at the rate **CZK 100.- per hour**. If the room has been booked by another person and the Guest disobeys any call to leave or is not present, then the guesthouse reserves the right to make, at the presence of a committee with three-members, a list of things [from the Guest's room] and store such things at a safe place so that such another person, who booked the room, can use it. A record written by guesthouse representatives shall support this.
12. When leaving the room, the Guest shall close water cocks/valves, switch off lights, close windows and lock the door of the room. The Guest can retain keys during the stay.
13. Without permission of the guesthouse management, the Guest must not move furniture, nor make any intervention in the electric or any other installations.
14. **Smoking in the room is strictly forbidden under penalty CZK 3000.-** If such smoking ban is violated and any loss suffered, then the guesthouse reserves its right to damages with addition to the penalty CZK 3000.-.
15. It is forbidden to use any electric appliances of the Guest in the guesthouse and especially in the room, except of electric shavers, hair driers and power chargers. After using permitted appliances, the Guest shall switch them off and secure them to prevent any property loss or fire. It is strictly forbidden to light any candles in the guesthouse (except of special events organised by the staff).
16. Any visits of guests are allowed only in the restaurant. In special occasions, the Guest can take visitors into his/her room only after getting approval of responsible staff member of the guesthouse,

namely in the period between 8 am and 10 pm. If a visitor stays in the room after 10 pm, then the guesthouse is entitled to charge the Guest for the stay of such visitor over the night.

17. When the Guest becomes ill or injured, the staff will call medical aid, which may decide on possible transfer into a hospital. A medicine chest with basic first aid tools is available in the guesthouse.

18. Parents or persons taking care of minors shall be responsible also for the safety of such minors [or children] in the guesthouse.

19. Pets can be accommodated in the guesthouse only after previous consent of responsible staff of the guesthouse. Price for the accommodation of pet in the room is CZK 100 per night.

20. **The Guest shall respect silence of the night between 10 pm and 7 am;** this means that other guests accommodated in the guesthouse must not be disturbed in that period by excessive noise. If the Guest disturbs such silence of the night, then the guesthouse is entitled to cancel his/her stay immediately, without any compensation.

21. The Guest shall pay the price for accommodation and other services provided in compliance with the price list valid as of the date of arrival, unless otherwise agreed. The bill is payable on presentation.

22. Any complaints of guests or possible suggestions for improvement will be received by the reception desk or management of the guesthouse.

23. The Guest shall respect the provisions of these Rules for Accommodation. In case of gross violation of these Rules, the guesthouse has right to withdraw from the agreement on accommodation services before the agreed period of stay expires.

24. In case of longer stay (several days), it is recommended that the Guest retains the keys of the room. If the Guest wishes to leave the keys at the reception desk, he/she needs to recover them before 8 pm.

25. **When leaving the guesthouse on the last day of stay, the Guest leaves the keys in the door of his/her room.**

26. **Password for wifi network is: bouda123**

27. **In case of any questions or problems call (+420) 605 020 254**

These Rules for Accommodation become effective on January 16, 2015

*The staff of the restaurant and guesthouse Zděná Bouda wishes you a pleasant stay.*