



EMPLOYEE COMPLIMENTARY ROOM PROGRAM

Every 3 months of active employment, you earn a complimentary one-night stay at a BCP hotel. It's our way of saying thank you and giving you a chance to enjoy the same hospitality we offer our guests.

Who qualifies:

- You must be an active BCP employee when you stay.
- Employees who have given notice to resign are not eligible.

Booking rules:

- Book no more than 2 weeks in advance.
- Bookings are available from Oct 13 – June 4, 2026
- Blackout dates include all Saturdays, holidays and long weekends (Dec 20–Jan 3, Feb 13–21, Apr 3–5, May 15–17)
- Sunday to Thursday stays are easiest to book. Stays depend on hotel availability. Some have limited availability. Make a second choice.

During your stay:

- The room is for you and you must be in the room.
- Be respectful—no parties or loud noise. You are responsible for any extra cleaning or damage costs.
- Keep the room tidy: Remove bed sheets and place them in the bathtub upon check out.

Payment details:

- A \$10 admin and tax fee applies (ESOP shareholders are exempt from tax).
- A credit card or \$50 cash deposit is required at check-in.

Property	Pool	Hot Pool	Fitness Room	Restaurant	Spa
Banff Caribou Lodge & Spa		✓	✓	✓	✓
Banff Ptarmigan Inn		✓		✓	
Banff Rocky Mountain Resort	✓	✓	✓	✓	
Canmore Ski Lodge		✓			
Dorothy Motel					
Fox Hotel & Suites		✓		✓	
Hidden Ridge Resort		✓			
Hotel Canoe & Suites		✓		✓	
Otter Hotel					
Irwins Mountain Inn		✓			
Moose Hotel & Suites	✓	✓	✓	✓	✓
Pocaterra Inn	✓	✓	✓		
Red Carpet Inn		✓			
Rundlestone Lodge		✓	✓		
Tunnel Mountain Resort	✓		✓		



EMPLOYEE COMPLIMENTARY ROOM REQUEST FORM

Employee Information

First & Last Name

Employee Number

ESOP Shareholder

Yes ☐ No ☐

*if your BCP Employee ID is orange, you are not a shareholder

Email

Work Location

Manager Name

Manager Authorization

Reservation Request Information

1st Choice Hotel

2nd Choice Hotel

Arrival Date

of Guests / # of Beds

Employee Signature

Hotel Authorization

Reservation Confirmation

How to Use This Perk:

1. Submit the completed form to your Manager.
2. Once authorized, your Manager will send your request to your preferred hotel.
3. Your booking will be confirmed via email.