

# 2023 Complimentary Hotel Room Agreement

Banff Caribou Properties is delighted to offer a complimentary hotel stay to employees upon completing every three months of employment. **Relax, unwind, and experience our hotels, restaurants, and other facilities as a guest.**

Hotel	Room Type	Kitchen	Pool	Hot Pool	Fitness Room	Restaurant	Spa
Banff Caribou Lodge	2 Queen or 1 King	X	X	✓	✓	✓	✓
Banff Ptarmigan Inn	2 Queen or 1 King	X	X	✓	X	✓	X
Banff Rocky Mountain Resort	2 Double or 1 Queen	✓	✓	✓	✓	✓	X
Dorothy Motel	2 Queen or 1 King	X	✓	✓	X	X	X
Fox Hotel & Suites	2 Double or 1 Queen	X	X	✓	X	✓	X
Hidden Ridge Resort	1 or 2 Queen	✓	X	✓	X	X	X
Inns of Banff	1 Queen or 2 Double	X	X	X	X	✓	X
Irwin's Mountain Inn	2 Queen or 1 King	✓	X	✓	✓	✓	X
Moose Hotel & Suites	2 Queen or 1 King	X	✓	✓	✓	✓	✓
Pocaterra Inn & Waterslide	2 Queen or 1 King	X	✓	✓	✓	X	X
Red Carpet Inn	1 or 2 Queen or 1 King	✓	X	✓	X	X	X
Rocky Mountain Ski Lodge	1 Queen or 2 Double	✓	X	✓	X	X	X
Rundlestone Lodge	1 Queen or 2 Queen	✓	X	✓	✓	✓	X
Tunnel Mountain Resort	1 Queen or 2 Double	✓	✓	X	X	X	X

**I have read, understand and agree to the following Terms and Conditions:**

1. ALL PROVINCIAL COVID-19 HEALTH RESTRICTIONS MUST BE STRICTLY FOLLOWED DURING YOUR STAY!
2. You must be an active Banff Lodging Co. employee at the time of your stay.
3. Reservations are subject to availability. Blackout dates may apply between June to September
4. The complimentary room must be occupied by you, the employee.
5. Parties, noise, or other misconduct may result in eviction from the hotel, and disciplinary action.
6. You, the employee, are responsible for all incidental charges, including additional cleaning required from excessively dirty rooms, and/or any loss incurred by the hotel as a result of misconduct.
7. Employees are expected to leave their rooms in a reasonable condition; consideration for your housekeeping colleagues would mean that you would strip your bed linens, leave all dirty linens in the bathtub, and that garbage or recycling is left in the appropriate receptacles.
8. **Complimentary rooms will not be allocated to an employee that has given notice to terminate their employment.**
9. A \$10 admin and tax fee is required for all comp rooms. Active ESOP Shareholders are tax exempt.
10. A valid credit card or \$50.00 cash deposit is required at check-in.

I am an ESOP shareholder.      yes     no

<b>Employee Name</b> (First, Last)	<b>Employee Signature</b>	<b>Employee Number</b>	/
<b>Employee Email Address</b> (Required)	<b>Hotel Requested</b>	<b>Arrival Date Requested</b> (MM/DD/YY)	<b># of Guests/# of Beds</b>
<b>Authorizing Manager Name</b> (First, Last)	<b>Employee's Place of Work</b>	<b>Date (MM/DD/YY)</b>	<b>Reservation Number</b>

Please submit the completed form to your Department Head. Once authorized, your Department Head will send your request to your hotel of choice. Your booking will be confirmed by email.

