

# AROUND TOWN LODGING RESERVATION FORM/CONTRACT

P.O Box 682548  
Park City, UT 84068

PHONE  
(435) 200-4864

We will arrive in Park City on \_\_\_\_\_, at \_\_\_\_\_ (am/pm), and depart  
(Month/Day)

Park City on \_\_\_\_\_ at \_\_\_\_\_ (am/pm).  
(Month/Day)

Name \_\_\_\_\_ Phone (home) \_\_\_\_\_

Address \_\_\_\_\_ Phone (work) \_\_\_\_\_

City \_\_\_\_\_ Fax \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_



For Payment By Check Or Money Order, Please Complete The Following:

Check  One night's deposit

ENCLOSED IS \$  Money Order As  Full payment FOR \_\_\_\_\_

FOR \_\_\_\_\_ GUESTS FOR \_\_\_\_\_ NIGHTS. (Name of lodging unit)

FOR SECURITY PURPOSES ONLY: (Not to be applied toward rental payment, except as noted below. Information will be destroyed when unit is left in satisfactory condition. Credit card data must be complete and the disclosure signed before reservation process is complete and directions/instructions are mailed).

Name (as it appears on the card) \_\_\_\_\_ Card Security Code \_\_\_\_\_

Card Number \_\_\_\_\_ Type of Card \_\_\_\_\_ Exp. Date \_\_\_\_\_

The above information is correct. I have read and fully understand Around Town Lodging deposit, cancellation, change, and no-smoking policies as described below. I acknowledge and accept full financial responsibility for any loss or damages caused to Around Town Lodging or to the lodging unit. A charge may be assessed if the unit requires excessive cleaning upon departure. Damage or cleaning fees may be charged to my card.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Deposit, Cancellation, Change and No Smoking Policies

Around Town Lodging reserves the right to provide accommodations of equal or greater cost, at no extra charge, if it becomes necessary to relocate a guest or group should a unit not be available. **Deposits and Payment** One night's lodging plus booking fee per unit is due at the time of booking a reservation. Balance, including tax, is due 45 days prior to arrival. No refunds for late arrival, early departure, or emergencies. Payments may be made by check, money order, or credit card (VISA or Mastercard). **Check-in time - 4:00 PM. Check-out time - 10:00 AM (No exceptions Christmas thru end of March.) There will be an additional charge for units not vacated by 10:00 AM.** **Cancellation Policy** Cancellations made prior to 45 days of arrival will forfeit a \$50 handling fee. Cancellations made from 45 to 30 days prior to arrival forfeit two nights lodging. Cancellations made less than 30 days prior to arrival forfeit full payment. The \$20 booking fee is non-refundable. **Fees** A \$25 fee will be charged for each change to a reservation after receipt of deposit. Any changes made within 30 days of arrival are subject to the cancellation policy. A non-refundable booking fee of \$20 will be charged for each reservation. **No-Smoking** All units are non-smoking unless designated otherwise. Any violation of this policy in these units is subject to a minimum \$300 fine.