

# ST. PAUL LODGE

## Motel Policies:

### 1. Reservations

- a. **Please note all rates, wherever seen, are based on availability and are subject to change without notice. A guaranteed reservation, made with a credit card, is the only way to lock in the price.**
- b. **To make a reservation, call 780-645-2202, fax 780-645-2250, or email the following information to [stpaulodgeab@gmail.com](mailto:stpaulodgeab@gmail.com).**
  - i. **Your credit card number and expiration date;**
  - ii. **The exact dates of stay;**
  - iii. **Room type you require; and**
  - iv. **Your name as it appears on your credit card.**

**You will receive a confirmation email from the management if the reservation is guaranteed.**

- c. **Reservations are not guaranteed without a valid credit card.**
- d. **The credit card presented at the time of the reservation is not charged; however, we reserve the right to pre-authorize the credit card at one night's rate.**

### 2. Cancellation Policy

- a. **Reservations of three (3) rooms or less must be cancelled 24 hours prior to the check-in time of the arrival date to avoid a charge of 1 night room rate and tax.**
- b. **Group reservations of four (4) rooms or more require seven (7) days of cancellation notice, unless otherwise agreed upon in a written document.**

### 3. Checking In

- a. **All guests are required to present a valid credit card upon check-in with government-issued photo identification.**
- b. **In the case that a 3<sup>rd</sup> party credit card authorization has been signed, returned, and validated, only the government-issued photo identification is required at check-in.**
- c. **Check-in time is 2:00PM.**

### 4. Checking Out

- a. We hold the right to charge the credit card that was presented at the time of check-in for any damages occurred during the guest(s)'s stay.**
- b. Check-out time is 11:00AM.**