



## **Check-in and checkout times:**

The times below are the normal times of arrival and departure unless other times are agreed upon in the Lease.

<u>Weekends</u>	Friday 5:00 PM to Sunday 12:00 Noon
<u>Full Week</u>	Friday 5:00 PM to Friday 12:00 Noon, or Monday 5:00 P.M. to Monday 12:00 Noon
<u>Long Weekends</u>	Friday 5:00 PM to Monday 12:00 Noon
<u>Mid-Week</u>	Monday 5:00 PM to Friday 12:00 Noon.

## **Earlier Arrival**

We are very aware that our new arrivals sometimes would like to check in earlier than 5 PM, and we would love to accommodate. However please note, if tenants are departing the same day, they leave at 12 noon and we need a few hours to have the chalets cleaned before we check in new arrivals.

We have no issues if new arrivals arrive after 1 PM, park their cars and lounge around the pool (summer months), or go for a stroll until their chalet is ready. Please however do not rush our staff, we insist on a certain level of cleanliness and that requires time!

## **Checking in at arrival**

Upon arrival, please call (705) 888-1670; our property manager will attend to the chalet, meet you, and go over the chalet to ensure all is in good repair. You will need to sign acknowledging that all is in good repair.

Please insist on this check in as you are responsible for any damage that is found after you leave. If there is any damage upon your arrival, please insist on noting it on the check-in sheet.

## **Checking out at departure**

Please insist on our property manager checking you out for the same reasons as above. You will be required to surrender the keys and leave the property once you are checked out.