



Beech Tower Community Association

10769 Woodside Avenue, Suite 210

Santee, Ca 92071

Office: (619) 270-7360 Web: www.360hoa.com



GUEST SUITE POLICY

The Guest Suite is available to all owners of the community that are in good standing. Reservations may only be made by the unit owner. Reservation requests made by tenants will not be accepted.

1. Reservation Requirements

- All reservations for the Guest Suite must be submitted at least five (5) business days prior to the desired check-in date.
- Reservations submitted less than five (5) business days in advance are not guaranteed and may be subject to availability and additional fees.

2. Booking

- Reservations must be made exclusively through the Management Company. Please email info@360hoa.com to make your reservation.
- Management will email you the door entry code the day prior to your reservation.
- Check-in time is 3:00 p.m. and check-out time is 11:00 a.m.

3. Rental Fees & Payment

- The rental fee for the Guest Suite is \$75.00 per night. This fee is subject to change.
- A one-time, non-refundable cleaning fee of \$49.00 will be applied to all reservations.
- Payment for the reservation must be made to Beech Tower the month in which the reservation takes place.

4. Cancellation Policy

- Cancellations must be made at least *five (5) business days* prior to the check-in date to receive a full refund.
- Cancellations made less than *five (5) business days* prior to check-in are non-refundable.
- The Association reserves the right to deny or cancel any reservation if the Guest Suite is not available due to unforeseen circumstances or maintenance issues.

5. Accommodations

- The Guest Suite is a large, open room equipped with two (2) Queen beds, an armoire, a dining area with chairs and a table, a sitting area with chairs and a coffee table, a mini refrigerator, flat screen TV with Wi-Fi capabilities, coffee maker, and a bathroom with a sink, shower, and toilet.



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- Guests are responsible for supplying their own bed linens and towels, and laundering the comforter covers *prior to check-out*.
- Please note there is no guest parking for the building. Owners are responsible for ensuring their guests access to the building.

6. Guest Suite Rules

- The maximum occupancy for the Guest Suite is six (6) guests.
- Smoking and pets in the Guest Suite are *strictly prohibited*.
- Guests shall adhere to all established Association rules and refrain from excessive noise.

7. Liability and Damage

- The unit owner shall be responsible for any damage their guests may cause to the Guest Suite, common areas, and/or other unit owner's property.
- The unit owner shall be subject to fines for any rule violations committed by their guests.
- The Association shall not be responsible for any personal property lost, stolen, or damaged during the stay in the Guest Suite.