

Chase Suite Hotels

Hotel Policies

Guest Name (s):	# of Guests	Suite #

Maximum Guests Allowed	Initials:
To ensure that all our guests enjoy a comfortable stay, we ask that overnight Guests not exceed a maximum of 3 persons per one-bedroom suite and 5 persons per two-bedroom suite . If, at any time, you have exceeded the maximum number of Guests allowed in your suite, all non-registered Guests will be asked to leave the Property immediately.	

No Party Policy	Initials:
Please understand that if other Guests are disturbed due to excessive noise, Management reserves the right to ask everyone to vacate the premises and any refund of room rate and deposit will be forfeited at that time. You may also incur a fee of \$500.00 as a disturbance charge. (<i>see No Party Policy for Details</i>)	

Damages	Initials:
Should there be damages to your room, any replacement or repairs to the item/s will be charged to your credit card accordingly.	

Late Check-Out	Initials:
Check-outs after 11am will incur a late check-out fee.	

No Smoking	Initials:
The Chase Suite Hotel is an all "Non-Smoking" hotel. Smoking in our suites will result in a damage charge of not less than \$250 . Please sign below indicating acceptance of this policy	

Pet Notification	Initials:
A damage charge of no less than \$250 will be made for suites damaged by the pet and \$500 for not notifying the hotel of a pet in the room. Pets are welcome only in PET SUITES for an additional \$150.00 per stay/month, per pet. (1 pet maximum) (see Pet Policy for Details)	

I read and understand the above policies, including all charges and deposits that may be incurred for failure to comply.

Registered Guest Signature _____

Date: _____



NO PARTY POLICY

At Chase Suite Hotel, we are committed to providing a safe and peaceful place for the well-being of our guests, visitors, and employees. As such, WE STRICTLY ADHERE to this policy.

All our guests are required to read, understand, and sign the items listed below:

A \$500 will be charged to a credit card on file, and the hotel room rate and the deposit becomes non-refundable if any of the following situations occur:

- Other guests are disturbed due to excessive noise
- Number of guests in the room is more than the allowed number (One Bedroom Suites – maximum 3 people, Two Bedroom Suites – maximum 5 people)
- Any non-registered guests on the property after 11 pm
- The registered guest(s) is/are not in the room.

Chase Suite Hotel reserves the right to:

- Ask everyone to vacate the premises and any refund of room rate and the deposit will be forfeited
- Retain the \$500 security deposit collected at check-in
- Request picture identification of all guests and they must be registered at check-in.
- At the Manager of Duty’s discretion, the hotel staff may enter all rooms.
- Charge the credit card of any room damages.
- Notify the Newark Policy Department:
 - if there is no immediate full cooperation at any given time
 - if illegal substances are present
 - if minors are in possession of alcohol.
 - And other incidents that require police’ assistance.

I have read and understood all policies and procedures listed above and agree rental of the room is conditional upon abiding by the policies of the hotel.

This agreement is the first and only warning. By signing the form, I consent to any action which may be necessary to evict me from the property and/or hold me financially responsible as noted above, if the policies and procedures are not followed.

Name:	Signature	Date:	Room #

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Pet Policy

We look forward to providing a great stay for you and your pet. To ensure the comfort and enjoyment of all our guests, the following policies will apply to your pets stay:

Guest Name (s):	# of Guests	Suite #

THE FOLLOWING POLICIES WILL APPLY TO YOUR PET STAY

We welcome all well-mannered dogs, cats, and fish. We reserve the right to require immediate removal of any pet that displays dangerous or unacceptable behavior; including, but not limited to, biting, excessive barking/noise, evidence of disease, or urination or defecation in all hotel premises.

1. A credit card or authorized direct billing account must be established at the Front Desk
2. Pet Fee is **\$150** per pet (non-refundable) due upon check-in. A refundable deposit of **\$250** per pet is required upon check-in. Other fees may apply depending on room condition upon check-out.
3. No more than one (1) pet of up to 40 Pounds may occupy each guest room.
4. The designated area for walking is on the exterior of the property. Please do not walk your pet on the interior of the property
5. Owners are responsible for the cleanup of pet waste. Collection bags are available from the Front Desk
6. Pets must be crated or out of the room to have your room serviced. This allows our room attendants to do their best work and to ensure the safety of your pet and our staff. Your room will not be serviced if your pet has been left unattended.
7. Pets are not allowed in any area of the hotel such as the breakfast room or pool areas;
8. Pets must be kept on a leash at all times in all hotel premises.
9. Please Inform housekeeping if your pet has an accident in your room. Housekeeping has access to industrial-strength cleaners which could prevent additional damage costs if the stain is allowed to set. Housekeeping will not clean-up animal excrement after your pet
10. Upon check out, our staff will inspect your suite for damages. If any damages are found, the registered Guest will be responsible for the replacement or repair cost of the damaged items. Deposits will be applied toward the cost of those damages. The Guest will be billed for charges exceeding the deposited amount. Charges will be determined by Hotel management.

I read and understand the above Pet Policy, including all charges and deposits that may be incurred for failure to comply.

Registered Guest Signature _____