



EAGLE SUITES

GUEST AGREEMENT

I, _____, do hereby agree to pay \$_____ per WEEK / MONTH for room # _____ at Eagle Suites beginning _____. Weekly payments shall be due and payable, in advance, at the front desk located in the Eagle Suites lobby each succeeding **Friday NO LATER THAN 6:00pm**. Monthly payments will be due on the _____ day of each month. **NO REFUNDS WILL BE GIVEN.**

If payment is not received at this time, the locks will be changed, and the guest will be given an opportunity to get their belongings in a timely manner. Anything left in the room thereafter will be disposed of. Weekly rate is due on Friday, a late fee of \$10 will be charged every day after Friday for any amount unpaid. Monthly rate will be due the date stated above, any day after that day that payment is not received will be charged a \$10 late fee each day.

If the guest requests to move to another available room, the guest will pay a \$50 transfer fee, and the previous room shall be left in good condition and ready for the next guest. No fixtures or items belonging to Eagle Suites will be transferred to the new room.

Guest understands that Eagle Suites is regulated by state and local innkeeper laws. State sales tax will be assessed for all guest and local sales tax will be assessed for all guests staying at Eagle Suites for less than 30 consecutive days. **Guest understands that Management may request for them to depart the premises for any violation of this Guest Agreement, Guest Rules, or other applicable laws, at the Managements sole discretion.**

Eagle Suites hours of operation are **Mon-Fri 9am – 6pm**, and does not have a 24/7 front desk. Guest should keep their keycard away from cellular devices and on their person when not occupying their room. Managers will not be available to assist in gaining access to your room during non-operating hours.

Having read, understood and agreed to this **Guest Agreement** and **Eagle Suites Rules**, I agree to all the above this _____ day of _____, 20____.

Guest Signature

Guest Signature