

AKO ROYAL HOTEL

Provisions Governing Accommodation Agreements

Application of Provisions

- Article 1.** Accommodation contracts and related contracts to be entered into by this hotel shall be in accordance with these provisions and particulars not provided for in these provisions, shall be made in accordance with the laws and customary practices.
2. Notwithstanding the previous paragraph, this hotel may enter into special agreements to the extent that they will not run counter to the spirit of these provisions, the laws and customary practices.

Rejection of Accommodation Requests

- Article 2.** This hotel may refuse to provide accommodation in the following circumstances:
- (1) When the accommodation request does not come under these provisions.
 - (2) When this hotel is booked full and no room is available.
 - (3) When a Person seeking accommodation is deemed liable to conduct himself in a manner contrary to that provided in the laws or the maintenance of public peace and good morals, through his stay in this hotel.
 - (4) When a person seeking accommodation can be clearly detected as being afflicted with an infectious disease.
 - (5) When requested to bear a special burden, as regards the accommodation.
 - (6) When this hotel is incapable of providing the accommodation due to natural calamities, damage to its facilities and other unavoidable causes.
 - (7) When it falls under Prefectural Ordinance.

Clarification of Name etc.

- Article 3.** When this hotel has accepted a request for accommodation in advance of the day of occupancy (hereinafter called request for accommodation reservation) it may request the person making the reservation to clarify the following particulars, within a designated period.
- (1) Name, sex, nationality and occupation of the person (s) occupying the accommodation.
 - (2) Other particulars deemed necessary by this hotel.

Reservation Deposit

- Article 4.** When this hotel has accepted a request for reservation of accommodation, it may request the payment of a deposit, limited to charge of accommodation for the period of stay (when the period of stay is over 3days, it shall be for 3days) within a designed period.
2. When the deposit in the previous paragraph comes within the scope of the following articles, it shall be made to cover the cancellation charge with any remainder refunded.

Cancellation of Reservation

- Article 5.** When the person making the reservation cancels the whole or a part of the reservation made, this hotel shall receive payment for the cancellation as stipulated in the cancellation charge, shown hereunder. However, this provision shall not apply to parties (referring to groups with 15 paying members and more the same hereafter) up to 10% of its number, as of 2days prior to occupancy, (when this hotel has accepted the reservation later than this date, then the date of acceptance shall apply)-with fractions counted as whole-when such cancellation was made for a portion of the group.

CANCELLATION CHARGE

- (1) Ordinary guests
 - a. When cancelled on the day before occupancy:
20% of the first day accommodation charge per person
 - b. When cancelled on the day of occupancy:
80% of the first day accommodation charge per person
- (2) Group Guests
 - a. When cancelled from 9 days to 2 days before occupancy:
10% of the first day accommodation charge per person
 - b. When cancelled on the day before occupancy:
20% of the first day accommodation charge per person
 - c. When cancelled on the day of occupancy:
80% of the first day accommodation charge per person
2. This hotel may consider the reservation for accommodation as having been cancelled by the person making the reservation, when the guest(s) does not appear by 10:00 p.m. of the day of occupancy and when he has not contacted this hotel beforehand. (When the hour of arrival is more or less stated, then it shall be 2 hours after that hour.)
3. When the reservation has been considered as cancelled, in accordance with the previous paragraph, but if the guest is able to show that his failure to appear without contact was due to the delay or non-arrival of the train, airplane or other public conveyances and not to any cause due to him, this hotel will not receive the cancellation charge.

- Article 6.** In addition to that provided for elsewhere, this hotel shall be enabled to cancel the reservation for accommodation in the following circumstances:

- (1) When it comes under clause 3 of 7 of article 2.
- (2) When the clarification of particulars in clause 1 of article 3 has been requested and not complied with, within the designated period.
- (3) When payment of the reservation deposit, stipulated in article 4 paragraph 1, has been requested and not complied with, within the designated period.
2. When this hotel has cancelled the reservation for accommodation, in accordance with the previous paragraph, it shall refund any deposit receive for the reservation.

Registration

- Article 7.** Guests shall register the following particulars with this hotel at the front office, on the day of their arrival.
- (1) Particulars stated in clause 1 of article 3.
 - (2) In the case of foreigner, his passport number, place of landing and date of landing in Japan.
 - (3) Day and hour of departure.
 - (4) Other particulars deemed necessary by this hotel.

Check Out Time

- Article 8.** The hour for vacating the room by the guest (check-out time) shall be 10:00a.m.
2. The previous paragraph notwithstanding, this hotel may accede to the use of the room beyond the check-out time. In such a case, there is an additional charge as listed here under.

ADDITIONAL CHARGE

- (1) Until 3:00p.m. 30% of room charge
- (2) Until 5:00p.m. 50% of room charge
- (3) After 5:00p.m. A full room charge

Payment of Bills

- Article 9.** Payment of bills shall be made in Japanese currency or credit cards and coupons recognized by this hotel at the front office, at time of the guest's departure. If you stay over 3 days, please pay every 3 days.
2. Notwithstanding the previous clause, please pay the bill when requested by this hotel.
 3. Guests shall pay for the accommodation from the commencement of occupancy, even when he voluntarily chooses not to use the facility.

Observance of Rules

- Article 10.** Guests shall observe the rules established by this hotel and posted within this hotel.

Rejection of Continued Occupancy

- Article 11.** This hotel may reject the continued occupancy of the room, even for the period accepted, in the following circumstances:
- (1) When it comes under clauses 3 to 7 of article 2.
 - (2) When the guest does not observe the rules stated in previous article.

Responsibility on Accommodation

- Article 12.** The responsibility of this hotel concerning accommodation shall start from the time the guest is registered at the front office or when he enters his room, whichever is the earlier, and terminates at the time he leaves his room to depart.
2. When the guest can no longer be accommodated due to reasons for which this hotel is responsible, the hotel shall arrange to secure accommodation of the same or similar standard for the guest at facilities elsewhere, excepting cases of natural calamities and other causes making its observance difficult. In such a case there shall be no charge to the guest for the accommodation at this hotel for the day.

The Business Hours of Facilities

- Article 13.**
- (1) Japanese Restaurant **JURAKUTEI**
Lunch..... 11:30a.m. to 2:00p.m. I
Dinner.....5:00p.m. to 9:00p.m.
 - (2) Tea & Restaurant **TSUTSUJI**
7:00 a.m. to 8:00p.m.
2. The hours given in paragraph 1 and period given in the previous paragraph are Subject to temporary changes at short notice.