

HIP.URBAN.BOLD.

**HUB**

FURNISHED APARTMENTS, WORK SPACE STUDIOS & SHORT-TERM SUITES

LIVE.WORK.STAY.

**223**

# **WRITTEN POLICIES**

## For Staying at the HUB

### **Guaranteed Reservations:**

To guarantee a reservation at the HUB223, a valid credit card is required at time of booking. 50% of your total stay is asked to place your reservation.

### **Pets:**

The HUB223 unfortunately does not accept pets. Service animals are permitted.

### **Check in / Check out:**

Check in time at the HUB223 begins at 3:00pm. Check out time is for 11:00am the day of departure.

### **Age Requirement:**

To reserve a room at the HUB223, there must be at least 1 adult present in the room that is 18 years of age or older.

### **Pre-authorization Information:**

In the case that a guest's room is to be paid by another party's credit card that will not be attending the hotel, a pre-authorization form is required to be filled out by the credit card holder allowing the HUB223 to use the credit card for the specified charges. A reservation agent will be able to fax or e-mail you the form to be filled out at your request.

### **Photo ID:**

Valid photo ID is required both for the check in process, as well as being a necessity to process a credit card.

### **Cancellation Policy:**

Reservations at the HUB223 must be cancelled by 4:00 pm, 72 hours prior to arrival date to avoid cancellation penalties. If you wish to cancel your reservation within the cancel policy, a 1-night penalty including taxes/fees will be applied.

### **Payment Policy:**

The HUB223 accepts all major credit cards, as well as cash or cheque.

Hotel stays on Prince Edward Island are subject to the HST tax, which is currently at a rate of 15%.