

ST. CHRISTOPHER'S GROUP ADMITTANCE FORM

Group Name

Arrival Date Departure Date

Group Leader's Name Group Leader's Telephone Number

Group Leader's Email*

TOPDECK ONLY: Please provide F&B PM MOD telephone Number for any follow up.

Arrival Time (Dinner is Served at 18:00 in Paris)

Dietary Needs for Meal

* We'd like to send you a very quick questionnaire (30 sec to fill in) that will help us having a full picture of your group stay. Customer satisfaction is paramount at St Christopher's and only through your feedback can we hope to deliver the very best in hostel accommodation. Thank you, it will help us immensely to provide better experiences for our groups!

RULES FOR GROUPS

(LEADER TO COMMUNICATE TO ALL GROUP MEMBERS PRIOR TO CHECK IN)

Welcome to St. Christopher's Inns. The following notice is to be carefully read and signed by the group leader and the information, rules and regulations to be passed into and enforced as necessary to all group members. We encourage you to have as much fun as possible during your stay. However, we do stress our expectations that our rules and any directions from our staff will be respected and obeyed to ensure your own safety and the safety of all guests.

- **Rooming List** must be filled in and left with staff at reception.
- **Check-in starts at 3pm. Check-out time is strictly 11am** (10am in Bruges) after which time luggage **MUST** be removed. Please let us know if you require luggage storage as it is not always guaranteed & a fee may be involved.
- **Breakfast** is served from 08:00 to 10:00 in all hostels - with an additional dedicated hour specially for group reservations from 07:00 to 08:00 (excl. Bruges and Amsterdam, however earlier start may be possible on request in Bruges if essential to group agenda). We encourage all groups to utilise this breakfast time ahead of other hostel guests to make the most out of their stays.

- **Keycards / Door Codes** are programmed only for the room & level for which it has been issued.
- **Security:** In the interest of security in our buildings we ask the members of your group to not let other people into the areas of the hostel needing a swipe card. Security doors are not to be forcibly left open.
- Most hostels have a **reception open 24 hours**. Please ask us for details for the hostel you booked for. Please also note there may be certain periods the hostel will only have one staff member available and they may not be able to leave the desk unattended.
- **SMOKING** in the bedrooms is against the law. Smoke detectors are for your own safety and are not to be interfered with. **ZERO TOLERANCE ON SMOKING ANYTHING, ANYWHERE INSIDE THE HOSTEL BUILDING** (Removal without refund + Cleaning fee). With the exception of Amsterdam where smoking is allowed in the smoking room and Garden.
- **Fire Extinguishers** are only to be discharged in the event of a fire.
- **Fire Alarms.** In the event of a Fire alarm, the group leader will need to tell members that they need to evacuate the building via the nearest clear fire exit and they need to meet in the meeting point and follow directions from staff or emergency services.
- **Group supervision.** It is not the duty of the Reception team at St. Christopher's to take care of every member in each group. This is the responsibility of the group leader and we expect you to be aware of the status of each of your members and for you to check on them in the evenings. We also expect at least one group leader must be on site at all times if any of your group members are in the building.
- **Noise** must be kept to a minimum throughout the hostel rooms after 10 pm. Other guests are entitled to a quiet nights sleep.
- **Parties, noisy gatherings & drinking etc.** in rooms, hallways or the chill-out room are strictly forbidden.
- **The Bars and downstairs nightclubs** are only open for persons aged over 18 years.

ADDITIONAL TERMS AND CONDITIONS

FOR GROUPS CONTAINING MINORS

- **After 8PM minors are not permitted in the bar.** However, the bar manager may over-rule this in instances where some groups have members below & above the age of 18. In some situations, groups with members below the age of 18 will not be allowed in the bar.
- **St. Christopher's & Belushi's accepts no responsibility** whatsoever for the outcome of any interactions between any of our guests & members of your group. Signing of this document is an acceptance of our right to waiver this responsibility.

A CREDIT CARD MUST BE PROVIDED BY GROUP LEADERS BEFORE CHECK IN WILL BE PERMITTED – A LIST OF CHARGES AND FINES FOR BREACHES OF RULES AND REGULATIONS IS ATTACHED AND WILL BE CHARGED BY STAFF WHEN NECESSARY.

CHARGES AND FINES

FOR BREACHES OF RULES AND REGULATIONS

Description of charges	EU properties	UK properties
Check out overstay charge.	€15.00 per bed	£5.00 per bed
Smoking inside premises.	€150.00 per offence	£200.00 per offence
Food and alcohol inside rooms.	€20 per room	£50.00 per offence
Consumptions of alcoholic beverages by minors on premises	€200.00 per offence	£200.00 per room.
Underage students attempting to enter the bar/ Warning ignored.	€50.00 per offence	£50.00 per offence
Excess Noise	€50.00 per offence	£50.00 per offence
Misuse of fire extinguisher.	€250.00 per extinguisher	£200.00 per extinguisher
Damage to hostel property	Value on assessment by Staff	Value on assessment by Staff
Excess Mess in the dorms, breakfast area, etc., / Warning ignored.	Value on assessment by Staff	Value on assessment by Staff
Changing of mattress	€100.00 per offence	€100.00 per offence
Opening the window in full	€50.00 per offence	€50.00 per offence

On behalf of all the staff at St. Christopher's, thank you very much for your cooperation on these matters & we hope you enjoy your stay.