

OASIS PRIVATE RESORT

House Rules / Guest Guidelines - Staycation Package

Thank you for choosing Oasis Private Resort. Please read the following House Rules and Guest Guidelines carefully to help ensure a safe, comfortable, and enjoyable stay.

By checking in and entering the premises of Oasis Private Resort, the Guest acknowledges that they have read, understood, and agreed to comply with all House Rules and Guest Guidelines. Failure to comply may result in additional charges, penalties, refusal of entry, or termination of stay without refund for serious violations, subject to applicable laws. The booking Guest is responsible for ensuring that all members of their group and visitors comply with these House Rules and Guest Guidelines.

FEES, PAYMENTS & ACCESS CONTROL

This section governs all payments and access to the property.

BOOKING PAYMENTS

- **Reservation Deposit: Php 5,000** (paid to confirm booking; upon check-in, this becomes the Security Deposit and is **not deductible from rent**)
- **Total Rent: Php 5,000** (payable in full before check-in)

NO FULL PAYMENT, NO ACCESS POLICY

- **Full payment must be completed prior to check-in.**
- Access to the property will not be granted unless payment is fully settled.

SECURITY DEPOSIT

- The Security Deposit serves as a damage and compliance guarantee.
- It is **not deducted from the rental fee.**
- The Security Deposit may be applied to any of the following charges:

1. Damaged or missing items	7. Decoration, gathering, or setup-related damages or cleanup
2. Excessive cleaning	8. Pet-related cleaning or damage (whether approved or unauthorized pets are brought in)
3. Pool contamination or damage	
4. Unauthorized guests	
5. Smoking violations	
6. Unpaid charges or overstaying	

If total charges exceed the Security Deposit, the remaining balance shall be billed to the booking guest and must be settled immediately upon demand.

STANDARD ADDITIONAL CHARGES

- These apply when rules are violated:
 - **Unauthorized overnight guest: Php 1,500 per person per night**
 - **Smoking violation penalty: Php 1,000 minimum plus actual deodorizing or cleaning cost if necessary**
 - **Excessive cleaning fee: Php 1,000 minimum or actual cost**
 - **Late check-out / overstaying fee: Php 1,000 per commenced hour**
 - **Pool contamination fee: Php 5,000 minimum or actual cost (whichever is higher)**
 - **Large equipment electricity charge: actual cost or agreed rate**

DAMAGE COST RULE

All repair, replacement, cleaning, or restoration costs shall be charged based on **actual damage cost**, including **current market value of items, plus procurement, delivery, and shipping costs** incurred in restoring the property.

RESERVATION & CANCELLATION

- Booking is confirmed upon payment of the **Reservation Deposit** under the Fees & Payments section
- Generally non-refundable if Guest cancels, shortens stay, or does not show up
- Rescheduling may be allowed with at least sixty (60) days' prior notice and availability
- All payment and access terms remain subject to the Fees, Payments & Access Control section.

CHECK-IN & CHECK-OUT

- **Check-in: 2:00 PM, Check-out: 12:00 PM**
- The booking guest must present a **valid government-issued ID** upon check-in
- Early check-in or late check-out may be allowed upon request and may have additional charges.
- Please vacate the property on time to allow cleaning and preparation for the next guests.
- **Late check-out or overstaying: Php 1,000 per commenced hour**
- Guests who remain on the property beyond the check-out time without approval may be considered overstaying guests and charged accordingly.

INCLUDED AREAS & AMENITIES

Includes:

- 2 storey house with an 8ft x 12 ft swimming pool
- Ground floor: Living room, dining area, kitchen, powder room.
- Second floor: 1 master suite with own bathroom, 2 bedrooms, 1 bathroom
- Living room: TV, Cello 2 karaoke
- Kitchen: refrigerator, microwave, hot/cold water dispenser, kettle, rice cooker, dining sets
- Outdoor Cooking: induction cooker, portable barbeque grill.
- Bedrooms: Bedding, pillows, flat sheets, 1 queen-sized bed, 2 bunk beds with pull-out beds, and 1 sofa bed
- Entertainment: Foosball, internet access
- Amenities and facilities are provided on an **“as available” basis** and may occasionally be unavailable due to maintenance, weather, or utility interruptions beyond our control.
- Please bring your own towels and personal toiletries.

GUEST CAPACITY

- **Maximum occupancy: 15 persons**
- The total number of persons on the property must not exceed 15 at any time.
- A complete list of all overnight guests must be submitted before or upon check-in.
- Unregistered persons may be refused entry or asked to leave the property.
- **Unauthorized overnight guests: Php 1,500 per person per night**
- Public, commercial, promotional, or ticketed events are **prohibited unless approved in writing by management.**
- Management reserves the right to refuse entry to excess persons or terminate the stay without refund for violations of occupancy limits.

CLEANLINESS, CARE & PROPERTY USE

Guests must return in reasonably **clean and good condition.**

CLEANLINESS RULES

- No food or drinks inside bedrooms
- Heavy cooking, grilling, or use of strong-smelling ingredients must be done only in approved outdoor areas.
- Guests must dry off before entering indoor areas. Wet entry that causes slipping hazards, water damage, or excessive cleaning may be charged accordingly.

STRICT INDOOR COOKING RESTRICTIONS:

- **Cooking inside the villa** is limited to light food preparation only (reheating, boiling, rice cooking).
- Frying, grilling, and cooking of strongly odorous food is strictly prohibited indoors.
- All heavy cooking must be done only in designated outdoor areas approved by management.
- Violations may result in **deodorizing or additional cleaning charges.**

CLEANING FEES

Excessive Cleaning Fee: Php 1,000 minimum or actual cost when cleaning required exceeds normal turnover standards due to guest use, including stains, spills, strong odors, or improper use of rooms.

PET POLICY

No pets or animals of any kind are allowed anywhere on the Premises.

POOL RULES & SAFETY

- No lifeguard on duty
- Children and non-swimmers must be supervised by a responsible adult at all times
- No diving, running, rough play, or glass containers
- Proper swimwear required
- Guests are responsible for pool damage or contamination
- Swimming, recreational activities, and use of resort facilities involve inherent risks, including slips, falls, drowning, and bodily injury. Guests use the pool and facilities at their own risk.
- Pool contamination (bodily fluids, vomit, food waste, trash, or any foreign substances requiring cleaning or water replacement) charges apply as defined under the Fees, Payments & Access Control section.

SMOKING POLICY

- **Smoking or vaping inside the villa is strictly prohibited**
- Smoking is allowed only in designated outdoor areas
- **Violations of this policy will incur a Php 1,000 penalty fee, plus additional deodorizing or cleaning costs if necessary**

NOISE & COMMUNITY RESPECT

- Karaoke, videoke, and loud music must stop by **10:00 PM**
- Maintain reasonable noise levels at all times
- Guests shall be responsible for any penalties arising from **noise-related violations or complaints**.

DECORATIONS & SMALL GATHERINGS

Simple celebrations and small gatherings are allowed, provided they remain consistent with the **staycation nature** of the property. Guests are responsible for all suppliers, caterers, entertainers, decorations, and related cleanup or damages.

- No confetti, glitter, or loose small decorations
- All balloons, decorations, and setups must be **fully removed after use**
- Balloons must not be left in or released into the pool or outdoor areas
- Decorations causing damage or requiring extra cleaning will be charged to the guest
- Large setups/equipment (tents, catering, inflatables, lighting, sound systems or similar installations) require approval
- Additional electricity charges may apply for large equipment based on actual consumption or an agreed rate
- All suppliers, stylists, caterers, entertainers, and event personnel **count toward the maximum property occupancy limit**

CARETAKER & PRIVACY

A caretaker may be present for property oversight and maintenance only.

- **Caretaker is not personal staff** (no domestic, cleaning, cooking, serving, decorating, or event assistance)
- Management or caretakers may access outdoor and common areas when reasonably necessary for maintenance, safety, or security purposes.
- The villa remains a private guest area.
- Entry to the villa is allowed only in **emergencies, urgent maintenance, or safety/security concerns (with notice when possible)**

SAFETY & SECURITY

- **Illegal activities are strictly prohibited**
- Illegal drugs, firearms, explosives, and dangerous weapons are strictly prohibited on the property.
- Guests are responsible for personal belongings
- CCTV is installed only in outdoor/common areas
- No cameras inside bedrooms or bathrooms
- Management reserves the right to refuse entry, remove guests or visitors, or terminate the stay for violations of these House Rules, illegal activity, unsafe behavior, or disturbances, without refund when warranted.

DAMAGES & RESPONSIBILITY

- Guests are responsible for any damage, loss, excessive cleaning, unpaid charges, rule violations, or property misuse caused by the guest, their group, or visitors during the stay.
- Charges will first be deducted from the Security Deposit. Any deficiency will be billed to the booking guest.
- Damage assessments, cleaning requirements, and repair or replacement costs shall be determined based on the actual condition of the property upon inspection after check-out.

UTILITIES & FORCE MAJEURE

- Temporary interruptions in electricity, water, internet, cable, or other utilities may occur due to maintenance, weather, supplier outages, or circumstances beyond management’s control.
- No refunds or rate reductions shall be given for interruptions beyond management’s reasonable control.

REMINDER

Please enjoy the villa responsibly and help us maintain a safe and relaxing environment for everyone. For emergencies or urgent concerns, you may call us at **0961-303-2654** or message us at the **Oasis Private Resort Facebook page: facebook.com/oasisprivateresort**.

I hereby acknowledge that I have read, understood, and agreed to comply with the House Rules and Guest Guidelines of Oasis Private Resort. I understand that violations may result in corresponding charges, penalties, or liabilities.

Signature over Printed Name: _____

Address: _____

Date Signed: _____ **Contact #:** _____

Government-issued ID Presented: _____

Booking Details: _____

ANNEX A
PROPERTY CONDITION, INVENTORY, AND CHECKLIST ACKNOWLEDGMENT

1. CONDITION UPON CHECK-IN

By signing this checklist, the Guest confirms that the property and its contents were received in good, clean, and usable condition, except for any defects, damages, missing items, or concerns specifically noted below.

2. INVENTORY & AMENITIES CHECK

The GUEST confirms that the following items were present and/or functional upon check-in:

- ☐ Airconditioning units and remote controls
- ☐ Refrigerator
- ☐ Water dispenser
- ☐ Electric kettle
- ☐ Induction cooker
- ☐ Portable barbeque grill
- ☐ Rice cooker
- ☐ Cookware and kitchen utensils
- ☐ Dining sets (15) (plates, glasses, spoons, forks, teaspoons, and coffee mugs)
- ☐ Bedding (pillows:_____, blankets: _____, bedsheets _____)
- ☐ Shower heater
- ☐ Television
- ☐ Karaoke system (Cello 2)
- ☐ Foosball (table and ball)
- ☐ Pool (confirmed clean and usable upon check-in)

Remarks:

3. PHOTO AND VIDEO DOCUMENTATION

Management may take photos or videos of the property before check-in and after check-out for documentation and reference purposes.

4. HOUSE RULE REMINDERS

- Maximum of fifteen (15) persons only
- No unauthorized or excess guests
- No indoor smoking
- Karaoke until 10:00 PM only
- No pets allowed
- No illegal activities
- Pool use at own risk

5. CHECK-OUT AGREEMENT

Guest agrees to return the property in substantially the same condition, normal wear and tear excepted.

6. REMINDER

Any damages, missing items, or violations during the stay may be charged or deducted from the Security Deposit based on the main agreement.

SIGNATURE AND ACKNOWLEDGMENT:

I confirm that I personally inspected the property, reviewed this checklist, and noted any existing concerns before occupancy.

Guest Signature over Printed Name: _____

Date: _____