



Welcome to The Jesus Hospital Guest Suite

Please note that the following terms and conditions apply to the use of the guest suite.

- Priority is given to family of residents who are unwell, this may result in the cancellation of an existing booking or you may be asked to vacate the guest suite at any time during your stay.
- This is a **bedroom and bathroom only accommodation**, the Reading Room is booked under separate cover.
- The maximum stay is **three** consecutive nights. In exceptional circumstances you may extend your stay, but this must be agreed with The Trust Office.

Arrival and departure

- The guest suite is available from **2:00 pm on the arrival date** and must be vacated by **10:30 am on the day of departure**. Failure to leave the room by this time may result in additional charges, up to and including the cost of one night's accommodation.

Please note

- You are required to keep the guest suite in a clean and tidy condition.
- Children under the age of 18 must be supervised at all times by an adult.
- Towels and toiletries are not provided.
- Any damage or breakages must be reported to either the Trust Office on 01635 551 530 or the Welfare Officer on 07796 685218.
- Smoking is not permitted.
- With the exception of assistance dogs, no pets are allowed in the guest suite.

- We cannot accept responsibility for loss or theft of personal items or damage to your personal possessions during your stay. You are advised not to bring valuable items with you.
- Guests are required to occupy the property quietly and with thought for residents. No radio, TV or music system should be operated in such a manner as to cause a disturbance, nor shall anything be done in or about the premises which shall be an annoyance, nuisance or disturbance to the occupants of the Almshouses.
- By staying in the guest suite you are confirming your acceptance of these terms and conditions. We reserve the right to withdraw consent for the use of the guest room if these terms and conditions are not complied with.

Payment

- The cost of the guest suite is £15 for the first night and £10 per night thereafter for a maximum of two guests. All proceeds go towards the upkeep of the guest suite.
- Payment can be made by cash, cheque or bank transfer to the Trust's bank account as detailed below:

Bank: **NatWest**

Account Name: **The Hartley Trust**

Account Number: **65317270**

Sort Code: **60-15-07**

Reference: **JHGR/Name of Resident that you are visiting**

- If you have any difficulty, please contact either the Trust Office on 01635 551530 or the Welfare Officer on 07796 685218 for assistance.

Finally

On departure, please ensure the key is returned to the key safe and leave the suite as you'd wish to find it.

We hope you enjoy your stay, and look forward to seeing you again.

With best regards

The Hartley Trust