



Silver 2016-17 Fiscal Season Reservation Request Form

The Cliff Club at Snowbird, PO Box 929000, Snowbird, UT 84092-9000 Toll Free: 888-457-7669 Fax: 801-933-2259 www.thecliffclub.net Email: cliffclubservices@snowbird.com

Make six week selections below in order of preference (1-6):

- 1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

CONTRACT NUMBER:

DEEDED OWNER NAME:

UNIT TYPE (CIRCLE ONE):

RPG:

Address Changed? Please update your address/phone information if you have moved recently. I would like to receive correspondence via email for the following options: Owner eNews & Specials, Snowbird Resort News, Confirmation Letters, Reservation Forms

RETURN FORM BY 11:59PM OCTOBER 5, 2015 FOR THE BEST CHANCE AT AVAILABLE DATES!

go green logo Add your email at www.thecliffclub.net

Occupancy Section: Choose this section only if you desire to use or are allowing another party to use your unit at Snowbird

If you would like to allow a guest or another 3rd party to have access to your usage for this year, please submit a Private Rental & Owner Guest Release Statement available online at www.thecliffclub.net.

- Occupancy 2-bedroom condo (Entire Unit)
Occupancy 1-bedroom condo (2/3 of full unit; \$50 lock-out fee applies)
Occupancy 2 studios, bedroom units only.(\$100 lock-out fee applies)
Occupancy studio unit. (lock-out fees apply) Choose ONE: sleep 4(bdrm) sleep 2(kitchen)

Deposit Section: Choose this section only if you desire to spacebank with an exchange company.

NOTE: Prepayment of any maintenance fees and/or lock out fees must be received before the deposit can be completed. If the unit has already been deposited for exchange or placed in the Rental Program it cannot be withdrawn for occupancy. Deposits with an exchange company cannot be made later than 14 days prior to intended date of occupancy. \*\*NOT AVAILABLE FOR INTERVAL INTL. DEPOSIT

- Please indicate one: Interval Intl. RCI Exchange Company Acct #
Deposit 2-bedroom condo (Entire Unit)
Deposit 1-bedroom condo and studio (\$50 lock-out fee applies)
Deposit 1-bedroom condo (2/3 of full unit; \$50 lock-out fee applies)
Deposit 3 Studio units (\$100 lock-out fee applies) \*\*
Deposit 2 Studio units (\$100 lock-out fee applies) Choose TWO: Sleeps 4(bdrm) \*\*Sleeps 2(kitchen) Sleeps 4(bdrm)
Deposit Studio unit (lock-out fees apply) Choose ONE: Sleeps 4(bdrm) \*\*Sleeps 2(kitchen)

Rental Section: Choose this section only if you desire Snowbird to rent your unit.

- Note: See the Rental Program policies located on the reverse side
Rent 2-bedroom condo through Snowbird Rental Program. (Entire Unit)
Rent 1-bedroom condo through Snowbird Rental Program. (\$50 lock-out fee applies)
Rent 2 studios, bedroom units only, through Snowbird Rental Program. (\$100 lock-out fee applies)
Rent 1 studio unit through Snowbird Rental Program. (lock-out fees apply) Choose ONE: Sleeps 4(bdrm) Sleeps 2(kitchen)

Split Week (Based upon availability; must occupy entire 2-bedroom condo) Split week time cannot be deposited with RCI or in Rental Program. The Split week fee is \$100 and is non-refundable. Please provide 2 options for both Friday and Monday arrivals. 3-night stay (must arrive on a Friday) 4-night stay (must arrive on a Monday) Option 1: Friday arrival date: Monday arrival date: Option 2: Friday arrival date: Monday arrival date:

Date: Signature of Deeded Owner:

OFFICE USE ONLY: Estimated Fees: Lock Off Fees Posted: Split Wk Fees Posted: Deposited: Date Deposited: Database: Host: ResPage: Email Date Stamp:

## RESERVATION POLICIES SILVER SEASON

### General Policies

1. Fiscal year begins June 1<sup>st</sup> and ends the following May 31<sup>st</sup>.
2. The first week of the fiscal year is week 24.
3. Each occupancy week begins on Friday or Saturday and ends the following Friday or Saturday.
4. Requests can be made no sooner than the Reservation Commencement Date (**second Monday in September, September 14, 2015**).
5. Requests can be made no later than the Reservation End Date (60 days prior to arrival).
6. All reservations must be made in writing.
7. **It is the owners responsibility to ensure receipt of request forms sent to the Owner Services office.** Owner Services will reply with confirmation of receipt for any forms received via email at cliffclubservices@snowbird.com.
8. All reservation requests must go through The Cliff Club Owner Services Department.
9. Reservation Request forms may not be received earlier than the Reservation Commencement Date.
10. Each, Silver Vacation Ownership is assigned to a rotation RPG group (A, B, C or D). This letter indicated the reservation processing order. All rotation rights expire 22 days after the Reservation Commencement Date. Following the expiration date any owner may reserve any week until the Reservation End Date on a first come first serve basis based on availability.
11. The Reservation Processing Group your Vacation Ownership is assigned to is listed on the front of the Reservation Request Form (Example: RPG: C). Your RPG letter does not change, just the order in which the groups are processed changes. For example, if your ownership is in group C you will always be in group C but will be processed in order according to the rotation (**2016-17 rotation is DABC**, 2017-18 rotation is ABCD, etc).
12. All forms received within the 21-day window will be divided into their respective RPG groups on the 22nd day (October 6th, 2015) from the Reservation Commencement Date. All of the forms from the first priority group will be processed before any forms from any of the other groups.
13. All changes to existing reservations must be made on the Change of Reservation Form.
14. All contract payments for the purchase of a Vacation Ownership must be current before a future reservation can be made.
15. All contract payments for the purchase of a Vacation Ownership must be current before occupancy or deposit of a unit with an exchange company or rental program.
16. All maintenance fees, lock out fees (\$50 per lock out), & split-week fees must be current before a future reservation can be made.
17. All maintenance fees, lock out fees, & split-week fees must be paid in full before occupancy or deposit of a unit with an exchange company or rental program.
18. Personal check, cashier's check, money order, cash or credit card may be used to pay maintenance fees, lock out fees and split week fees.

### Occupancy Policies

1. If occupying please select six-week choices on the Reservation Request Form.
2. The preference start day of the week must be indicated on the Reservation Request Form.
3. Owner Services goal is to have all confirmation letters sent within 40 days from the Reservation Commencement Date.
4. If the intended date of occupancy is not available upon receipt of the requested form we will notify the owner by email, phone call then by mail.
5. Assignment of unit and floor is based on the total owner occupancy for the week of booking. Owners do receive priority for rooming assignments but are **NOT guaranteed a specific view or floor**.
6. Rooming assignments are final and will **NOT** be changed at check-in. Requests may be made up to 1 week prior to arrival date and are **NOT** guaranteed.
7. No owner shall occupy a unit unless confirmation of an occupancy period has been received.
8. If an owner is delinquent in payment of regular or special assessments, or any other charges, the Board or Manager will suspend the owner's right to occupy a unit until the charges are paid in full.
9. The occupant of the unit will pay all incidental charges.

### Exchange Policies

1. Once the unit has been deposited with an exchange company, it **CANNOT** be removed.
2. All Exchange Company deposits must be made no later than 14 days prior to the intended date of occupancy.
3. To receive maximum trading power deposits should be made 9 months prior to the deposit week. Prepayment of any maintenance fees and/or lock out fees must be received before the deposit can be completed. The earlier the unit is deposited the higher the trading power.
4. Units may be deposited two years in advance as long as full maintenance and/or lock out fees are paid for the fiscal year in which the unit is being deposited and all three modules of the unit must be deposited. The Owner Services Department will assign a week to be deposited for any future year more than one year in advance.
5. All fees due to the exchange company are to be paid directly to the exchange company.
6. All rules, regulations or policies of the Exchange Company apply when depositing a unit with that company.

### Rental Policies

1. All owners have the option of participating in the Rental Program.
2. Any unit deposited with Snowbird for rental, will be forwarded and processed through Snowbird's Rental Program.
3. All rental requests must be made in writing on the Reservation Request Form or the Change of Reservation Form. A Rental Release Form must also be submitted.
4. Each module (room) deposited is assigned a point value based on how far in advance the module (room) is deposited. Share in the revenue will be calculated individually per owner based on this point value for the entire season.
5. All Suites or modules thereof released to Snowbird Resort LLC 120 days prior to first week of the season will have a value of 10 points. All Suites or modules thereof released to Snowbird Resort LLC 119 days to 90 days prior to the first week of the season will have a value of 9 points. All Suites or modules thereof released to Snowbird Resort LLC 89 to 60 days prior to the first week of the season will have a value of 8 points for the specific confirmed week. All Suites or modules thereof released to Snowbird Resort LLC 59 days prior and up to the first week of the season will have a value of 7 points. All Suites or modules thereof released to Snowbird Resort LLC after the first day of the season but no later than 30 days prior to the intended date of occupancy will have a value of 6 points for the specific confirmed week. All Suites or modules must be released to Snowbird Resort LLC no later than 30 days prior to the intended date of occupancy (NO EXCEPTIONS).
6. Once the unit has been submitted into the Rental Program it cannot be removed.
7. Rental Program revenue checks will be distributed 4 to 6 weeks after the last date of the season.



Please visit the secure online *Payment Center* at [www.thecliffclub.net](http://www.thecliffclub.net) to pay any reservation change, lock-out, split week, and operational assessment fees that apply to this reservation.