



# THE COTTAGES AT SPOFFORD LAKE

45 SOUTH SHORE ROAD • SPOFFORD, NH 03462 • TEL 603-363-8904 • WWW.COTTAGESATSPOFFORD.COM

## 2022 Booking & General Policies

### Booking/Reservation information:

- We require a deposit in the amount of one nights stay calculated as your booking total divided by the number of nights of your stay for all reservations made at least 60 days prior to day of arrival. Reservations made less than 60 days prior require full payment.
- Credit Card information must be provided at the time of booking but no charges will be made without notice.
- All payments of balances will be taken via credit card. **We no longer accept cash or checks.** If payment is not completed prior to departure the credit card on file will be charged to cover any outstanding balance.
- Due to our short season, cancellations occurring less than 60 days prior to the day of arrival will result in loss of deposit.
- 8.5% N.H. state lodging tax applies to all reservations except full season bookings
- Check in time is 4:00PM
- Check out time is 11:00AM.

### Upon Arrival

- Each cottage is equipped with a digital keypad door lock for your convenience. The code for each cottage is provided in an email after your booking is confirmed. This code will be active for the entire duration of your stay. If you accidentally press the wrong number while entering your key code just press the “Schlage” button at the top of the keypad to reset the lock. On the handle inside your cottage, there is a small knob, which can be turned to deactivate the keypad and “unlock” the door until the knob is turned back. Use this feature if you will be going in and out of your cabin regularly and do not want to enter the code each time. Please make sure you turn the knob back to the lock position to re-activate the keypad.
- Please park vehicle in the designated parking spot for your cottage. Overflow parking is available at a first come, first serve basis in the lower parking lot. Please see the property manager directly with any parking concerns.

### Upon Departure

- Please leave all linens on the beds and towels in the bathroom
- Please do not leave any food behind

- Please take all trash to the dumpster
- Any outstanding balances must be paid before departure.

### **Occupancy/Guest Policy**

- Each cottage has a stated maximum occupancy which must be strictly adhered to. Violation of these limits can be grounds for eviction without refund.
- Guests are permitted to have visitors, but visitors are not permitted on the beach, and visitors (and any visitors vehicles) may not stay overnight on the property. For special events, please see management for special permission for day guests.

### **Smoking Policy**

- **Smoking is not permitted in our cottages, on our beach or within 100' of another guest's cottage.**
- Violation of the No Smoking Policy within cottages will result in a \$200 cleaning fee, being collected from the guest's credit card on file after departure.

### **Beach Policy**

- No glass containers (including bottles) are permitted on the beach or anywhere on the lake side of the road.
- All trash must be collected and deposited in the trash containers on the beach or the main dumpster.
- Boats are privately owned. Please do not sit, play, or otherwise use the boats.
- One boat slip is available for weekly rentals on a first-come first-serve basis at a rate of \$15.00 per day. Please contact the property manager for details.
- Kayaks and canoes are available to all paying guests. Lifejackets are required while using a kayak or canoe.
- There is no lifeguard on duty. Swim at your own risk.

### **Minimum Stays**

- In-season stays require a seven-night minimum stay. Off-season stays require a two-night minimum. If we have availability in-season, shorter stay reservations can be made no more than 60 days prior to the day of arrival (two-night minimum).