



## REGOLAMENTO

Dear guest,

We warmly welcome you to our hotel and let you be known our rules and instructions to be respected.

### 1. Documents

Upon arrival you are required to present a valid identity document.

### 2. Arrivals-Departures

Upon arrival, the rooms will be available starting at 15:00. The check-in is possible until 20:30, after this time it is better to warn of a possible delay.

#### Late check-in

Besides the hours of 20:30 pm there is a supplement of € 10.00 per hour and hour fractions, the maximum allowed is until 23:00 pm, only on request and subject to confirmation by the hotel.

After 23:00 pm will be considered no-show with the relative penalty of the cost of an additional overnight stay.

#### Late Check-Out

Besides the hours of 10:00 am there is a supplement of € 10.00 per hour and hour fractions, the maximum allowed is until 12:00 hours am, only on request and subject to confirmation by the hotel.

The day of departure you must leave the room before 10.00 am. The stay after 10.00 am in the room, affects the cost of a day.

### 3. Smoking

Smoking is prohibited in rooms as in common corridors outside and under the balconies.

The Poggio Romano hotel's management has allocated an area for smokers: the garden in front of the reception (Art. 51 Law no. 3 of 16/01/03).

### 4. Silence

In all rooms From 22:00 pm hours it should moderate the sound volume. The silence must be strictly respected from 24.00 pm to 07.30 am and from 14.00 pm to 16.00 pm.

### 5. Animals

No pets allowed.

### 6. Parking

Onsite parking is uncovered and unattended. The Management is not responsible for any damage or theft caused to cars in the parking lot.

### 7. Damage

Please declare immediately to the reception any damage or objections on the service.

Any damage caused by you to the structure will have to be repaid by yourselves.

### 8. Reservation Cancellation - Early departures

In case of no show or cancellation, the deposit for the booking will not be refundable.

For early departures you will be required to pay the room for the entire remaining period (see room rates).

### 9. Precious

For your money, and precious things, there are the rooms equipped of the values deposit.

The hotel does not assume responsibility in case of theft or damage inside the rooms.

Please notify the reception the discovery or loss of things.

The management accepts no responsibility for goods not kept in special safes.