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### Room Reservation Information - 2024

Please familiarize yourself with Room Reservation Policy #6020 prior to completing your Room Reservation Form. The Policy is on the website under Quick Links. You do not have to log in to view and print forms or policies on this page. You may also obtain a copy by contacting the Club office. The following information is included in the Policy:

1. Procedure for renting rooms for the summer season and off-season
2. Criteria for assigning rooms
3. Payment
4. Room and Meal Pricing

The Room Reservation Form is a PDF document. You must print the form and complete it by hand. Do not alter the document and make sure you complete the form in its entirety. Room requests for the summer season may be made **by mail to the PO Address only**, beginning **March 4, 2024**, for members. Requests postmarked earlier than that date will not be considered until all reservations postmarked on March 4 are scheduled. Reservations for non-member families and guests may be made beginning **March 11, 2024**. Room reservations will be e-mailed with the bill no later than **April 5** with the deadline for payment being **May 2**. The room layout chart and current room pricing can be found on the Quick Links page of the website. **Please note – Room 109 is no longer available for rental.** It has been made into our bookkeeper's office. Room rental fees can be found on the Quick Links page of the website. Meal prices can also be found on the Quick Links page. If an increase in food prices becomes necessary, members will be notified.

**To make reservations for two rooms for the same week, you must complete two separate forms. Also, to make reservations for two different weeks, you must complete two separate forms.** On the form, you will note which week is your primary week, which week is your second week, and if the weeks must be consecutive. For each week, you may provide your first-choice date and an alternate. **Providing an alternate increases your chance of getting a room.**

**The due date for 2024 dues January 31. Room reservation requests will not be considered if dues and all outstanding balances are not paid. This includes meals and merchandise.**

The Summer Season will start Memorial Day Weekend, on Friday, May 24, 2024. Reservations may be made for Friday night through Sunday night with check out on Monday by noon. Reservations for that entire week will receive preference over those for opening weekend only. Information concerning meal schedules will be provided closer to the beginning of the season.

At this point, we plan to offer 7-night weekly stays beginning on June 1. **The club week will run from 4:00 pm on Saturday to 10 am the following Saturday.** It is imperative that the 3<sup>rd</sup> floor be completely empty by 10:00 am to allow cleaning crews to access the area. **A \$50/hour late check out fee will be charged for all rooms not emptied by 10:00 am.** This will be in effect until Labor Day weekend. Space permitting, the members renting rooms the week prior to Labor Day may extend their stay through Labor Day if they so request on their room reservation form.

All beds have queen sized mattress sets. **Residents must supply their own sheets, blankets, towels, and pillows.** Seaside Linens will provide linens upon request. Their contact information is on the room layout form in the House Information section of the website.

Members and guests must follow all rules outlined in Policy 6010 - General Hanover Seaside Club Rules. These policies are available on the Club website on the Quick Links page, and in the Club Office. At the present time, there are NO Covid Regulations in place. This could change if mandates are made by the Town of Wrightsville Beach, New Hanover County, or NC.

If you have not done so, please register for the new website at [www.hanoverseaside.club](http://www.hanoverseaside.club). Directions for registering can be found on the Quick Links page. The name can be tricky – it must be entered EXACTLY as it is in our records. If you have difficulty getting verified, the front desk can tell you how to enter your name. Once you have registered for the new website, online ordering is available for the snack bar. Food will be delivered to the first floor. Also, once you have registered and logged in, you can pay any balance due online. Just click on Statements in Member Central! Also, use the website, click on Blog, to keep up with news and events! If you are on Facebook, join the Club's private Facebook group. We are looking forward to a GREAT 2024 season.

If you have any questions, be sure to call the Club office.