

AGREEMENT ON SERVICES CONTRACT

I. Pina Colina Rest House Resort agrees to provide the following services to OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA) (Client - 35 Guests).

A. Offer a board, lodging, function venue and other services in accordance only to the proposal sent by Pina Colina to the client for June 20 - 22, 2018.

1. Provide a function room for the guests' affair.
2. Provide food and lodging for the guests.
3. Cleaning & sanitation services on the facilities that the guests will be using.
4. Provide parking space and overseers for the parked vehicles.
5. At the event of an electrical black out, Pina Colina will provide a power generator.


PINA COLINA reserves the right for the following:

- A. Have the right to observe the number of guest that the client has initially approximated and have agreed upon by both parties.
- B. The right to regulate the noise level generated by the affair when it is deemed too loud & disruptive to the surrounding residents in the area.
- C. Refuse demands and actions from the client when the management believes them to be detrimental to the property/business.

II. Client agrees to:

- A. To a fee of **P166,100** or employing Pina Colina's services for as long as it is within the bounds of agreement of both parties.
- B. The payment will be made according to the client's (to OVERSEAS WORKERS WELFARE ADMINISTRATION) payment term standard (30 days) after the date of the event. An Official Notice of Award/Purchase Order (in favour of Pina Colina Resort) will be made on June 14, 2017 to secure the reservation.
- C. In the event of cancellation prior to the check-in date, it will result to the forfeiture of the guest's reservation deposit. If less than a week, **FULL PAYMENT (P166,100)** will be required.
- D. The client also agrees that the reservation can only be rescheduled if Pina Colina is notified more than 14 days before the function date. Rescheduling will depend on the resort's availability and its management's discretions.

Signed:
For Pina Colina


James Aldrich Ho
Managing Partner

Signed:
OVERSEAS WORKERS WELFARE
ADMINISTRATION


Hans Leo J. Caddac
Administrator



PIÑA COLINA

HOUSE RULES

1. CHECK-IN time at PIÑA COLINA is at _____ CHECK OUT time is at _____ noon the ff. day.

2. NOISE LEVEL must be kept to a minimum at all times. At _____ this policy will be strictly enforced. Guests are advised to respect the privacy and comfort of other guests. Drinking, partying, games or any loud activities are not allowed inside/within the units. There are DESIGNATED AREAS within the resort in which these activities may be carried out, i.e. the PICNIC AREA, COTTAGES near the swimming pool area.

REPEATED INCOMPLIANCE WILL RESULT TO EJECTION OF THE GUESTS.

Guests may use the SWIMMING POOL FREE OF CHARGE from _____ until _____ unless other arrangements have already been made.

3. **NO SMOKING** inside the units. Incompliance will result to subsequent penalties. Use of portable stove burner (induction or ignition) is prohibited inside units without built-in kitchenettes. All guests may use our common barbeque pits for grilling.

5. Guests who exceed the REGULAR capacity of their selected unit will be charged with a corresponding additional fee per guest. Guests in excess of the MAXIMUM capacity of their selected unit shall be subject to an additional surcharge of ₱1250/guest.

Guests are required to upgrade or avail additional units if they have exceeded the capacity of their unit/s. This measure supports Pina Colina's commitment for detailed security, aversion to overcrowding the resort and better overall guest experience.

GUEST VISITORS who will not be staying overnight will be charged ₱100/PERSON (good for 5 hours) and ₱40 for every succeeding hour or part thereof.

6. Please use any items, appliances and furnishings with care. Please do not displace them from their designated areas. Any MISSING/DAMAGED ITEM shall be charged to the guest. Kindly notify our staff for any malfunctions (i.e. shower, toilet flush, lights, etc.).

7. Meals may be served upon the guests' request. Additional 15% SERVICE CHARGE will apply if the guests wish to have their meals served in their unit. PURCHASES at the resort's convenience store must be personally acquired by the guests. Resort employees are prohibited to do this on behalf of the guests.

9. Please SECURE ALL YOUR VALUABLES at all times. Management is not responsible for any loss or theft during your stay at PIÑA COLINA.

10. Strictly **No Pets Allowed** inside the unit.