

OVERSTAY POLICY – 19 STATION ROAD, HENLEY ON THAMES RG9 1AT

<u>TYPE</u>	<u>DEFINITION</u>	<u>POLICY</u>
SHORT OVERSTAY	LESS THAN 2 HOURS	<ul style="list-style-type: none"><li>• <b>Free if prior agreed:</b></li><li>• <b>Surcharge 2% of total stay cost if not prior agreed</b></li></ul>
LONG OVERSTAY	2 TO 3 HOURS	<ul style="list-style-type: none"><li>• <b>Surcharge 5% of total stay cost</b></li></ul>
POLICE OVERSTAY	MORE THAN 3 HOURS	<ul style="list-style-type: none"><li>• <b>Manager phones Owner</b></li><li>• <b>Owner attends</b></li><li>• <b>Owner, if necessary, calls Police</b></li></ul>