

HOTEL TRAVEL BENEFITS

Did you know that as an Aikens Group employee you are eligible to receive special discounted room rates when traveling for pleasure?

Non-Aikens Group Booking Guidelines:

- An employee is eligible for this program once he/she has completed their first 90 days of employment.
- In order to book a room, please contact Human Resources, the General Manager of your property or follow the Brand specific requirements.
- Employees, immediate family* and extended family** are eligible for the travel benefit.
- This benefit is based on availability.
- The hotel you are booking must be at least 60 miles from your work location.
- Reservations must be made at least 14 days prior to arrival. The more time you allow for the room to be booked the higher the chances you have of obtaining a room at the employee rate.
- A maximum of 2 rooms may be booked per hotel visit.
- You may stay no more than 7 consecutive nights per visit.
- A valid credit card will be needed to book a room(s).
- Discounted rates cannot be shared.
- Sale of Discount Cards and/or Authorization Forms is prohibited.
- Employees are responsible for ensuring that their family members adhere to the rules of the program.
- Once your Reservation has been confirmed, you will receive a signed Travel Passport that will allow you to stay under the Employee Rate and/or the Family Rate.

IMPORTANT!

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The conduct and professionalism of our employees and their family are a representation of Aikens Group and its employees.

Any inappropriate conduct or behavior could result in disciplinary action, loss of room discount privileges and possible termination of employment.

**Immediate family is defined as spouse, parents and/or dependent children.*

***Extended family is defined as siblings, in-laws and grandparents.*

Aikens Group properties:

- As an Aikens Group employee you are eligible to book rooms at any Aikens Group Hotel at a discounted rate. You will receive a discount of 50% off the non-discounted rate. Rooms can only be booked by contacting the General Manager of the Hotel in which you would like to stay. Please note that you may not book multiple rooms at multiple hotels on the same day.

All Booking Guidelines detailed above apply to both AG and Non-AG properties