

Appendix 1 Breakdown of the Accommodation Charge (ARTICLES 2.1 and 12.1)

		Breakdown
Total amount payable by Guests	Accommodation charge	①Basic accommodation charge (room rate+dinner and breakfast charge) ②Service fee (①×10%)
	Additional charge	③Additional food and beverages (charge for any food and beverages not included in the dinner or breakfast) and any other usage fee ④Service fee (③×10%)
	Tax	a. Consumption tax b. Bath tax

- Remarks:
- The basic charges shall be as specified in the price list that is available at the front desk and also in each guest room.
 - As for the charge to be paid for any child staying at the Hotel, 50% and 70% of the basic accommodation charge shall be paid for a toddler (from 3 years old to pre-schooler) and a school-age child (elementary schooler), respectively.
 - If any Guest is not having the dinner and breakfast as part of its accommodation arrangement, ① and ③ above shall be construed accordingly.

Appendix 2-① Penalty charge (ARTICLE 6.2) *excluding the special periods as specified below.

No. of guests applied for booking		Agreement notification date		No show	Day of check-in	A day before the check-in date	2 days before the check-in date	3 day before the check-in date	4 day before the check-in date	5 day before the check-in date	6 day before the check-in date	7 day before the check-in date
		Agreement notification date										
General booking	up to 14 persons	100%	80%	100%	80%	50%	30%	30%	20%	15%	10%	10%
	15-30 persons	100%	80%	100%	80%	50%	30%	30%	30%	30%	30%	20%
Group booking	31-70 persons	100%	100%	100%	100%	80%	50%	30%	30%	30%	30%	20%
	71 or more	100%	100%	100%	100%	80%	50%	50%	40%	40%	30%	30%

No. of guests applied for booking		Agreement notification date		8 day before the check-in date	9 days before the check-in date	10 day before the check-in date	14 days before the check-in date	15 day before the check-in date	30 day before the check-in date
		Agreement notification date							
General booking	up to 14 persons	0%	0%	0%					
	15-30 persons	10%	10%	10%					
Group booking	31-70 persons	10%	10%	10%	10%				
	71 or more	20%	20%	20%	15%	15%	10%		

Appendix 2-② Penalty charge (ARTICLE 6.2)

©Special periods (* April 27th-May 5th , Aug. 10th-20th , Dec. 30th-Jan. 3rd)

No. of guests applied for booking		Agreement notification date		No show	Day of check-in	A day before the check-in date	2 days before the check-in date	3 day before the check-in date	4 day before the check-in date	5 day before the check-in date	6 day before the check-in date	7 day before the check-in date
		Agreement notification date										
General booking	up to 14 persons	100%	80%	100%	80%	50%	50%	40%	30%	30%	20%	20%
	15-30 persons	100%	80%	100%	80%	50%	50%	40%	30%	30%	30%	20%
Group booking	31 or more	100%	100%	100%	100%	80%	80%	50%	40%	40%	30%	30%

No. of guests applied for booking		Agreement notification date		8 day before the check-in date	9 days before the check-in date	10 day before the check-in date	14 days before the check-in date	15 day before the check-in date	30 day before the check-in date
		Agreement notification date							
General booking	up to 14 persons	20%	20%	20%	10%				
	15-30 persons	20%	20%	20%	10%	10%			
Group booking	31 or more	20%	20%	20%	20%	15%	10%		

- NOTE:
- '%' above signifies the ratio of the penalty charge to the basic accommodation charge.
 - If the number of days of stay at the Hotel that has already been agreed to is to be reduced, the penalty charge for one (1) day (1st day) shall be paid to the Hotel regardless of how many days by which the stay has been cut short.
 - If a part of any group accommodation agreement (for 15 or more people) has been canceled, the Hotel shall not request the penalty charge be paid for the number of persons that equals 10% of the persons (round up any fraction) that are scheduled to stay at the Hotel ten (10) days before the check-in date (or, if the Hotel accepted the application later than that, as of the day of the Hotel's acceptance of the application).