

"Usage Regulations"

Dear Our Loyal Guest:

You are given this "Usage Regulations" because you are a guest, who has our invitation to use E8PA Guest House located at 5603 Via Del Collado, Torrance, CA 90505. Please review the following usage matters before the facility key is given to you. By signing this "Usage Regulations," you read and agree with these usage matters.

- 1) You, either E8PA Member, or Non-member, are NOT subject to paying "Lodging Fee." Instead, you are subject to paying "Cleaning & Maintenance Fees" for our next guests.
- 2) The non-refundable "Cleaning & Maintenance Fees" are required to be paid in advance.
- 3) For your "Group Meeting," the maximum hour you can occupy shall be 5 hours each and all 'Group Meetings" must be dismissed by 10:00 in the evening.
- 4) The hours of usage of "Group Meeting" shall be either (A) 10:00 – 15:00 for 5 hours or (B) 17:00 – 22:00 for 5 hours. Any meeting over 5 hours will be considered as two Group Meetings.
- 5) E8PA Member can use the facility for "Group Meeting" up to three times a year.
- 6) "Overnight Stay" must be requested and approved by E8PA in advance, at least two weeks before the lodging.
- 7) The maximum number of people who can stay at the facility overnight is up to 8 people. We consider a child as an adult.
- 8) For "Overnight Stay," Check In time is 3:00PM and Check Out time is 11:00AM.
- 9) The maximum number of "Overnight Stay" is up to 3 nights per membership term and you may convert your "Overnight Stay" to "Group Meeting" as one "Overnight Stay" for two "Group Meetings." Your unused "Group Meeting" and "Overnight Stay" cannot be carried over to the next term of your membership.

The contents mentioned herein shall be subject to change at any time without an advanced notice.

List of Cleaning & Maintenance Fees

	E8PA Members	Non-Members
Group Meeting (5 Hours Max)	\$100.00 (USD)	\$200.00 (USD)
1 Night Overnight Stay	\$600.00	\$1,200.00
2 Nights Overnight Stay	\$800.00	\$1,600.00
3 Nights Overnight Stay	\$1,000.00	\$2,000.00

I read and agree with this Usage Regulations.

X _____

Date: ____/____/____

”Usage Regulations”

(Supplement)

- 1) E8PA Member shall enjoy the following discounts on Cleaning & Maintenance Fees for his/her event.
- 2) Non-member will be subject to the following Cleaning & Maintenance Fees.

List of Cleaning & Maintenance Fees

	E8PA Members	Non-Members
Group Meeting (5 Hours Max)	\$100.00 (USD)	\$200.00 (USD)
1 Night Overnight Stay	\$600.00	\$1,200.00
2 Nights Overnight Stay	\$800.00	\$1,600.00
3 Nights Overnight Stay	\$1,000.00	\$2,000.00

List of Discount Rates

	Black	Platinum	Gold	Silver	Bronze
Group Meeting (5 Hours Max)	100%	80%	60%	40%	20%
1 Night Overnight Stay	100%	80%	60%	40%	20%
2 Nights Overnight Stay	100%	80%	60%	40%	20%
3 Nights Overnight Stay	100%	80%	60%	40%	20%

Cleaning & Maintenance Fees after Discounts

	Black	Platinum	Gold	Silver	Bronze
Group Meeting (5 Hours Max)	\$0.00	\$20	\$40.00	\$60.00	\$80.00
1 Night Overnight Stay	\$0.00	\$120.00	\$240.00	\$360.00	\$480.00
2 Nights Overnight Stay	\$0.00	\$160.00	\$320.00	\$480.00	\$640.00
3 Nights Overnight Stay	\$0.00	\$200.00	\$400.00	\$600.00	\$800.00