

Reservation Packet Policy

Revised 11/12/2021

The policies and procedures created for the sale and distribution of reservation packets are defined by management. Accordingly, the following are adopted and implemented by the Association's Board of Directors.

Rental Owners and/or Appointed Rental Managers

You are encouraged to prepare for your rentals in advance. There is no limit to the number of reservation packets you may purchase. We suggest purchasing based on the number of rentals in the previous year.

Guest wristbands and parking passes are a mandatory requirement of Sterling Reef Owners' Association Inc. and must always be worn and displayed. Rental Owners/Managers are responsible for the accurate completion and distribution of each parking pass to your guests.

The Wristband and Parking Pass Policy can be found ([Click link](#))

Reservation packets will be sold in advance, and upon arrival. The cost structure for reservation packets will be:

\$40.00	per packet when ordered greater than 7 days in advance.
\$50.00	per packet when ordered <7 days up to day of arrival.
\$60.00	per packet when ordered day of arrival with coordinated delivery to guest

All prices are subject to sales tax.

Reservation Packet Contents

Reservation packets include 2 parking passes and 6 (2 bedrooms) or 8 (3 bedroom) guest wristbands. Reservation packet covers guests for the entire duration of their stay.



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Purchase

Purchase can be made online at <https://sterlingreef.floridabeachstays.com/>.

Pickup

Advance orders may be picked up at the 1st Floor Association Office, Monday through Friday between the hours of 10:00 AM and 4:00 PM (Holidays excluded). A valid copy of your order confirmation must be presented before release.

Last minute purchase and guest pickup upon arrival is available at an additional charge of \$20 per reservation packet. Packets will be delivered to your unit and left on kitchen counter. Deadline to order same day packet is 3 PM CST.

Guest pickup on arrival may be performed by the following method ONLY:

1. Purchase made online, selecting date and time of expected pickup/arrival.
2. Guest name and check out date must be provided in the “order notes” section.
3. Failing to follow this procedure will result in no packet delivered.

Refund Policy

All sales are final. There are no refunds. Unopened and/or outdated reservation packets may be exchanged with the Association office. Outdated exchanges are limited to no more than 10 packets and no later than the January 31 in the following year.

