

BOOKING POLICY

DEPOSIT POLICY

Guest should deposit 50% of the total amount to confirm reservation.

ACCEPTABLE FORMS OF PAYMENT

Bookings must be paid in full prior to the date of arrival or on the date of arrival. If payment is received on the date of arrival, it should be in cash and/or through major credit cards. Company check is acceptable provided it should be cleared prior to the date of arrival. At the resort, major credit cards and cash are being accepted (Note: Only Zambales branch is accepting major credit cards right now)

Additional charges should be likewise in cash and/or through major credit cards.

CANCELLATION POLICY

Cancellations within 3 days prior to arrival result in a cancellation charge equal to the total amount of billing. Arrival date changes within 7 days prior to arrival may be allowed without additional charge over non-peak periods at the resort's discretion, subject to availability.

CREDIT LINE ACCREDITATION REQUIREMENTS

- SEC Registration/DTI Registration
- BIR Registration
- Business Permit or Mayors permit
- Certified True Copy of Articles of Incorporation and By Laws
- Company Profile
- Latest Audited Financial Statements
- Board Resolution of Authorized Personnel to transact with Centro Specialists Company, Ltd

RESERVATION POLICY

1. All inquiries and quotation of Rooms/Cottages/Venues **without** payment deposit will be automatically be given to confirmed guest with payment deposit without prior notice.
2. Upon confirmation of reservation please always call us to check room/cottage/function's availability before and after making payment.
3. **FIRST TO PAY, FIRST TO RESERVE BASIS**
4. Upon confirmation, client must send their deposit slip within **24 hours** or else reservation will be forfeited.
5. You will receive a **booking number confirmation and/or addendum** from Bakasyunan Resort regarding your reservation details.
6. Confirmation of reservation must be done **5 working days** or as soon as possible prior to check-in date.
7. Bringing food will have **corkage fee of 200 per head**. Water/bread and cookies are allowed without corkage fee.