



Calle Zazil Ha Num 129, Mz. 30 Lote 23 Col. Centro Isla Mujeres Q. Roo, Mexico CP 77400
www.villakiin.com, Phone (998) 877-1024, Fax-Phone (998) 877-0045. Email: info@villakiin.com

ABOUT THE HOTEL: Hotel Villa Kiin is an intimate beach hotel, all decorated in bright colors with traditional Mexican style, roofed ceiling rooms, the hotel features common areas such as a dining area with palm roof decoration and Cable TV, two fully equipped kitchens, hammocks in our sand garden and ocean front view.

THE HOTEL DOES NOT OFFER BEACH CHAIRS OR BEACH UMBRELLAS.

The hotel has 3 sections and all are located in different areas: Bungalows, Reading area Diego Rivera and Pakal rooms.

BUDGET rooms (room numbers 1, 2, 3, 6 and 7): 5 rooms (1, 2 and 3): three of them located inside the reading area Diego Rivera with direct access to the common living room and kitchen, with one and two dbl beds, fans, private bathroom, Safe deposit Box, no ocean view, only one of them has AC the others only have fans. And 2 rooms (6 and 7) with AC, one double bed, private bathroom, safe deposit box, continental breakfast and a PARTIAL garden terrace and no ocean view.

PAKAL rooms (room numbers 18-26): 9 rooms on a concrete building, 3 on bottom floor and 6 in a second floor, 3 of the rooms have one queen size bed and 3 with king size bed, A/C, Safe Deposit Box, Terrace or Balcony with PARTIAL limited side ocean front view.

Standard rooms, Mayan and Small Bungalows (room numbers 5, 8-11 and 14-16, 30-37): 17 rooms. 1 small room with one king size bed, AC, safe deposit box, very close to the ocean, private bathroom and palm leave ceiling. NO terrace or ocean view.

1 rooms with one king size bed, AC, safe deposit box, terrace with partial ocean view, private bathroom and palm leave ceiling.

2 rooms with two double beds, AC, safe deposit box, and terrace with partial ocean view, private bathroom and palm leave ceiling.

12 rooms with either king bed or two double beds, AC, safe deposit box, terrace or balcony, partial ocean view, private bathroom.

Palm roof **HONEYMOON Bungalow, Room 17**, with panoramic garden and partial ocean view, one king size bed, AC, safe deposit box, private bathroom and terrace with ocean view. **Small Honeymoon Room 4**, is a small bungalow, with panoramic view to the outdoors, one king bed, AC, safe box, no terrace or balcony.

3 Honeymoon rooms concrete, ocea view, king bed, AC, TV, safe deposit box, bathroom or terrace with jacuzzi, located ON A SECOND LEVEL.

ROOM No. 12 This room is located inside the reading area Diego Rivera has direct access to the common living room and kitchen, has one king size bed and one single bed, Cable TV, two AC, private bathroom, refrigerator and a ocean view terrace.

CONTINENTAL BREAKFAST IS FROM 9 AM TO 11 AM.

In high and mid season the service for the breakfast can take from 20-40 min delays due the amount of people having it.

BEACH & LOCATION: We are on the Riito Beach, next to north beach. We are located in the downtown area (the north side) of Isla Mujeres, a few minutes walk from north beach and shopping area.

PAYMENT REQUIREMENTS: Deposit of two nights must be done when the reservation is made during high season, you can make it with a credit card in pesos or usd or with transfers to the hotel. All checks, money transactions and invoices must be made out to "Cabanas Maria del Mar" options:

Deposit to our account, please request bank information.

- *If you are A TRAVEL AGENT OR A TOUR OPERATOR we request the full payment before the guests arrive to the hotel.*
- **If Bank wires transfers, Please fax copy of bank receipt to the hotel.**

CREDIT CARD: VISA and Mastercard.

CANCELLATION & EXTRA CHARGES POLICIES:

- For full refund: Written cancellation must reach hotel THIRDY days in High Season and FIFTEEN days in Low season prior to arrival date.
- Penalty for late cancellation: two night's payment in high season and one night in low season.

- If guest cancels the stay at arrival date or while being at the hotel, one extra night of payment will be charged as penalty from the date of early departure.
- After 30 days in high season and 15 days in low season any notification of reduction in the number of nights of stay priorly confirmed will suffer a cancellation of one night. For example: if first booking 3 nights and after the period given the number of nights is 1 or 2, one night penalization will be charged.
- "No Show": The hotel will save the room for the guest only the first night of stay. If the guest does not arrive to the hotel on the arrival date the hotel will release the room the next day at 12 noon.
- At arrival to the hotel, the guests will leave a Visa or Mastercard credit card voucher open and signed to guarantee the stay, additional services and damage in the room or common areas of the hotel. Without this voucher the guest will not be able to register to the hotel.

These policies are final. The hotel does not offer refunds or discounts regardless of the reason for cancellation. The same is true for stays that are shortened. As there are no refunds due to medical or family emergencies, bad weather, missed or cancelled flights, change of plans, etc., you may wish to consider purchasing trip insurance.

FAMILY PLAN: No charge for one child under five years of age when sharing room with adult. One child of 5 years or Two children under five years of age in the same room will be considered as one extra person.

Name: _____
 Ph./Fax #: _____
 Signature of acceptance: _____
 Date: _____

Hotel Villa Kiin
 Maria Lima, Manager.

 Date: _____

IMPORTANT INFORMATION

RESERVATIONS WILL BE GUARANTEED WITH THE GUEST'S VISA OR MASTERCARD. A ONE (low season) PENALTY CHARGE OR TWO NIGHT (high season) DEPOSIT WILL BE CHARGED IN PESOS, AT THE HOTEL EXCHANGE RATE OF THE DAY ON THE CREDIT CARD GIVEN, THIS CHARGE WILL BE DONE IN THESE SITUATIONS:

DURING LOW SEASON (April 1 to December 23) One night penalty charge will be charged to your credit card ONLY if guests cancels the reservation with less than 15 days to the arrival date OR if the guests cancels or shortens the stay reserved at the arrival or while in the hotel.

To confirm your reservation you need to authorize ONE NIGHT on the format below.

DURING HIGH SEASON (December 24- March 31) One night will be charged on the credit card ONE MONTH before the guests arrival, this is considered a deposit AND IT IS NOT REFUNDABLE in case of cancellations. The charge will be made 1 month before the arrival and IT WONT BE REFUNDABLE IF CANCELLATIONS. One night will be guarantee in case of cancellation.

To confirm your reservation you need to authorize TWO NIGHTS on the format below.

ALL PROMOTIONS OR DISCOUNTS ARE ONLY VALID IF PAYMENT IS IN CASH USD or PESOS, And if you book directly with the hotel and not through a travel agent or operator.

PROCEDURE:

1. Reconfirm via email the name of guest, arrival and departure dates, and type of room. This is very important, if you do not let us know you want to the room we keep offering it, let us know you want it and we hold it until you send us the documents.
2. Fill out form authorizing the charge of one night penalty if guest does not arrive to the hotel (low season) on the arrival date or two night deposit in case of high season. Send via fax to (from USA) 011 52 (998) 877 0045.
3. Send via fax copy of the credit card (both sides).
4. Picture ID of the credit card holder (which should be the person signing the forms).

VERY IMPORTANT: The signature and name of the person authorizing the charge **MUST** be the same as the credit card holder and the ID. Please be sure the signature in the authorization form is the same as on the credit card and picture ID.

ALL THESE REQUIREMENTS ARE FOR YOUR OWN SAFETY AND FOR THE HOTEL'S SECURITY. IF YOU DO NOT SEND ANY OF THESE REQUIREMENTS CORRECTLY WE WILL NOT ACCEPT YOUR RESERVATION.

Hotel
VILLA KIIN
CABANAS MARIA DEL MAR

Rate Sheet

THESE RATES ARE IN US DLLS.

PAYMENTS ARE IN CASH PESOS OR USD, THE HOTEL HAS ITS OWN EXCHANGE RATE .

2016-2017

SEASONS	HIGH SEASON DEC. 23-JAN 2	MID SEASON JAN 3-MARCH 31	LOW SEASON APRIL 1- DEC. 22
TYPE OF ROOM	USD	USD	USD
HONEYMOON ROOMS 27,28 29	\$190.00	\$150.00	\$135.00
HONEYMOON BUNGALOW NO. 17	\$190.00	\$150.00	\$135.00
SMALL HONEYMOON NO. 4	\$150.00	\$120.00	\$85.00
STANDARD MAYA KING BED OR TWO DOUBLE BEDS	\$155.00	\$125.00	\$105.00
SMALL BUNGALOW NO. 5	\$140.00	\$115.00	\$80.00
FAMILY ROOM NO. 12	\$190.00	\$150.00	\$135.00
PAKAL	\$140.00	\$115.00	\$75.00
BUDGET ROOM WITH AC	\$115.00	\$90.00	\$60.00
BUDGET ROOM WITHOUT AC	\$105.00	\$85.00	\$55.00

Extra person in the room \$15 USD, children of 5 and older than 5 years old is an extra person or two children younger than 5.

IF YOU WISH TO PAY IN PESOS THE HOTEL HAS IT OWN EXCHANGE RATE REQUEST YOUR TOTAL IN PESOS BEFORE EXCHANGING YOUR USD.

THE exchange rate can change without notice.ALL PAYMENTS ARE AT HOTEL EXCHANGE RATE .

We don't take USDlls in cash nor credit cards.

Rates are based on double occupancy and are quoted in USD.

Taxes are included 16% Federal and 3% State. Tips and service not included.

EUROPEAN PLAN

Rates subject to change without notice.

Complimentary Continental Breakfast, Beach Towels, Snorkeling equipment,

Hotel
VILLA KIIN
VILLA KIIN, CABANAS MARIA DEL MAR
HOTEL POLICIES & PAYMENT REQUIREMENTS

Number of rooms in the hotel: 21 rooms

Category of the rooms: Rustic boutique.

OFFICE HOURS: 7 am to 11 pm

Maximum occupancy in sections: Two or Four people.

Deposit requirements: NO DEPOSITS ARE REQUIRED.

NO Credit cards ARE accepted.

Cancellation policy: For high season cancellations, you must notify the hotel 30 days prior to your arrival date. Low and summer season cancellations must reach hotel 15 days prior to arrival date.

LATE CHECK-INS AND ARRIVALS TO THE HOTEL: Villa Kiin, Cabanas Maria del Mar will ask you to open a credit card voucher at arrival, this is to guarantee your stay. If any broken items or non paid bills will be charged in this credit card. Amount \$1500 PESOS If LATE ARRIVAL to the hotel a DEPOSIT of \$2500 PESOS cash will be asked to be given to the security man doing your registration, this deposit is 100% REFUNDABLE the next day after you open your voucher.

Cancellation Penalty: One night penalty will be charged in low and summer season, and two nights in high season.

If guest notifies cancellation of stay while being in the hotel: One extra night payment will be charged from the day of departure.

Family Plan: Children of 5 and older are considered extra person, or two children younger than 5.

GUARANTEE: CREDIT CARDS VISA OR MASTERCARD WILL ONLY BE ACCEPTED TO GUARANTEE YOUR STAY AND TO CHARGE PENALIZATIONS BUT NOT STAYS.

General Manager: Mrs. Maria Lima.

Sales & Reserv. Manager: Mrs. Maria Lima.

DIRECTIONS TO COME TO ISLA MUJERES FROM CANCUN AIRPORT :

- 1.** AT THE AIRPORT, YOU CAN GET A TAXI IN THE SHUTTLE SERVICE OFFICE (ONE IS LOCATED WHERE YOU PICK UP YOUR BAGGAGE). PLEASE TELL THEM THAT YOU WANT TO GO TO THE GRAN PUERTO FERRY DOCK. THE TAXI COST WILL COST APPROXIMATELY \$45 USD).
- 2.** GOING TO THE ISLAND, THE FERRY BOATS RUN FROM 5:30AM TO 8:30PM EVERY 30 MINUTES, THEN EVERY HOUR FROM 9:00PM TO 12:00PM. THE FERRY COSTS \$70 PESOS OR \$7 USD PER PERSON. THE TICKET OFFICE IS LOCATED WITHIN THE FERRY TERMINAL.
- 3.** UPON ARRIVAL TO ISLA MUJERES, YOU WILL NEED TO TAKE A TAXI TO THE HOTEL. THE TAXI STATION IS LOCATED BESIDE THE FERRY TERMINAL. THE RIDE WILL TAKE TWO MINUTES, AND COST APPROXIMATELY \$23 PESOS OR USDOR \$3 USD.

PLEASE LET US KNOW IF YOU HAVE ANY QUESTIONS. PLEASE CALL US AT 011-52-998-877-0045 OR 877-1024.

Hotel
VILLA KIIN
CABANAS MARIA DEL MAR

I AUTHORIZE HOTEL VILLA KIIN, CABANAS MARIA DEL MAR, TO MAKE A CHARGE WITH MY CREDIT CARD NUMBER FOR HOTEL PENALIZATIONS, FOR THE FOLLOWING AMOUNT:

\$ _____ USD Dollars at the hotel's exchange rate on the date of charge.

In writing: the amount of _____

Credit Card (check one only): VISA _____ MASTERCARD _____

Credit _____ Card

Number: _____ EXP:./

Name of the Bank where credit card belongs: _____

Last three numbers in the back of the credit card: _____

Name on the Credit Card: _____

Address: _____

City, State, Country, Zip code: _____

Telephone Number:() _____ Fax () _____

Email address: _____

Signature on the Credit Card: _____

Date of Charge: _____

ONE MONTH BEFORE ARRIVAL, DAY, MONTH, YEAR. (In case of high season is deposit) OR THE ARRIVAL DATE OR THE DATE OF YOUR LATE CANCELLATION (less than 30 days prior the arrival)

Check Calender above.

Arrival date mm-dd-yy: _____

Departure date mm-dd-yy: _____ Total nights _____

Room type: _____ Number of guests in room: _____

I AUTHORIZE HOTEL VILLA KIIN, CABANAS MARIA DEL MAR, TO MAKE CHARGES EITHER AS TWO NIGHT PENALIZACION FOR CANCELLING MY STAY AT THE HOTEL IN CASE OF **LATE** CANCELLATION, OR IF I **SHORTEN** MY STAY WHILE IN THE HOTEL OR WITH LESS THAN 30 DAYS NOTIFICATION OR IN CASE OF **NO SHOW**.

THE CHARGES WILL BE MADE USING THE CREDIT CARD DESCRIBED IN THIS AUTHORIZATION FORM.

SIGNATURE, NAME AND DATE.

A CREDIT CARD VOUCHER WILL BE ASKED TO BE OPENED AT ARRIVAL TO THE HOTEL.
LATE CHECK-INS (AFTER 11 PM) \$250 USD OR \$2500 PESOS WILL BE ASKED TO BE GIVEN AT FRONT DESK TO GUARANTE YOUR STAY, THIS IS FULLY REFUNDABLE THE NEXT MORNING AS SOON AS YOU OPEN YOUR CREDIT CARD VOUCHER.

THIS AUTHORIZATION MUST BE FILLED OUT & SENT
VIA EMAIL OR FAX WITH COPY OF PHOTO
IDENTIFICATION
TO 52(998)877-0045 or 877-0213