

## Chamber Daily Vacancy Lodging Application Policy June 2008

The Chamber 'Daily Vacancy' Application Policy is intended to provide all accommodation members the guidelines for proper use of this application. Failure to follow this policy could result in being excluded from participation and use of this 'courtesy' application.

Each participating business will receive a 'user name and password' from the Chamber. It is your responsibility to keep this user name and password secure. The Chamber will maintain all user names and passwords and will change or reset passwords as required, during normal business hours. Chamber Visitor Center staff will not provide user name and password maintenance. Each participating business may have only one lodging accommodation listing.

The description field on the entry form can contain any appropriate description about the accommodation with the exclusion of specific rates. The accommodation description is limited to **200 characters or less** (characters are defined as letters, number, special characters and spaces).

The new Daily Vacancy lodging application is open to participating businesses for entering their daily vacancies at any time. It is the responsibility of each business to update and 're-activate' their vacancy entry each day and to de-activate any entries no longer valid during the day.

**The Chamber reserves the right to modify or remove any listing that doesn't conform to these standards.**