



HOTEL RULES AND REGULATIONS

For safety reasons as well as compliance with local authority's regulations, please adhere to the following rules during your stay at the Potique hotel:

1. Please show personal identity documents at the Reception Desk upon checking in:
 - For foreign guests: please present a valid passport and visa.
 - For Vietnamese guests: please show an ID card, passport, or any other personal identification paperwork that have a valid portrait picture and are recognized by Vietnamese authorities (for adults), and birth certificate (for children).
2. It is prohibited to bring to the hotel any weapons, noxious chemicals or inflammable or combustible items.
3. Gambling and drug consumption are strictly prohibited within the Hotel premises. Should there be any violation of these rules and regulations, you will have to bear all responsibilities before the law in accordance with Vietnamese regulations.
4. Please refrain from performing any illegal wildlife trading and consumption in the Hotel.
5. Do not smoke in the rooms or common areas that have air conditioners within the Hotel.
6. Please ensure the front door and balcony door are properly locked and switch off all electricity when leaving the room. Please immediately inform the Receptionist when your room key card is lost or stolen.
7. The number of guests staying in one room cannot exceed three adults or four people if containing two children under. For more information on age requirements and maximum guest counts for each case, please dial 0 to contact our Receptionist.
8. Check-in and check-out time will be 14:00 and 12:00 at noon respectively.
9. Please make sure all valuables are stored in the safety vault. In the common areas, please be responsible for your own personal belongings. The Hotel will not be held responsible for any loss happened due to incompliance of guests toward the above regulations.
10. Please dress properly when visiting the conference halls, restaurants or bars.
11. Please do not remain uncovered when sunbathing.
12. Please do not bring any utensils or food from buffet lounge out of the restaurant area.
13. Please bring along your room key card to the restaurant for breakfast.
14. Please inform the lifeguard of your room number to receive and use sun loungers, towels, and umbrellas at the hotel's beach.
15. Please do not bring pets or other animals, food, and drink from the outside to the Hotel.
16. Please refrain from bringing fruits and strong-smelling foods (such as durian, jackfruit, fermented sauces, etc.) into the Hotel.
17. Kindly keep silent and not speak loudly or make noise in the common areas.
18. For security reasons, non-registered guests are not permitted to go to hotel rooms.
19. Please do not rest your feet or lie on chairs in public places.
20. Follow environmental protection regulations of the Hotel. Put your waste in the right place. Please save electricity and water.