

WPI COVID-19 Safe Practices & Reservations

At the West Point Inn, it is our goal to keep overnight guests and WPI Innkeepers safe. We want guests to relax and enjoy this once-in-a-lifetime, semi-private stay on our historic property while enjoying all the beauty that Mt Tamalpais has to offer. Reopening procedures have been developed that minimize COVID-19 exposure and comply with Marin County, California & CDC guidelines. The West Point Inn Association continues to monitor informational sites for updates and guidance as the COVID-19 pandemic develops and changes. We ask that our guests adhere to these guidelines in order for the West Point Inn to remain open to all. We greatly appreciate your understanding and flexibility during this time.

What your stay at WPI during COVID will look like

- Reservations are available for two-night stays: Tues & Wed, Thurs & Fri, or Sat & Sun.
- Each reservation group will be limited to “households” as defined by Marin County.
- Reservations will be for either a cabin or a group of rooms, each with private entry.
- Only two reservation groups will be allowed on site at a time.
- The Inn is closed to the public- only overnight guests are allowed on the grounds.
- Each group will have access to: a private kitchen, bathroom, indoor lounge with dining area, and a designated deck area with picnic tables.
- Allowance to drive one vehicle per reservation group (NO in/out privileges).
- Outdoor check-in with the Innkeeper.
- Kitchens are equipped with: a refrigerator, cookware, serve ware and stovetop.
- Guests will bring and prepare all their own food.
- Mattresses are provided; guests will need to bring all bedding, including pillows, blankets and towels.
- There are small propane heaters in each lounge; rooms and cabins are not heated.
- No electricity or Wi-Fi access; guests will bring chargers, lanterns and flashlights.
- No smoking, candles, or open flames on the grounds.

- No animals or pets (except service animals), including outside and on the decks

Additional COVID Health Practices:

- Each reservation group will receive a phone call and screening at least three days prior to arrival. This call will include where to go for check-in, acknowledgment of all necessary forms and health guidelines, management of guest expectations, and addressing any questions or concerns.
- Guests will maintain a social distance of at least 6 ft when interacting with others who are not members of their household.
- Guests must wear face coverings while interacting with others who are not members of their household.
- Each guest (2 yrs of age or older) must provide their own face covering.
- Guests are encouraged to utilize frequent hand washing.
- Contactless hand sanitizer is provided.
- There will be a 48-72 hr vacancy period between room & cabin occupancies.
- Cleaning will be done using products and sprayers that meet CDC and EPA standards concerning viruses, bacteria, and other pathogens.

Things to know about making a Reservation during COVID:

- Rooms and cabins are available in two-night blocks on specific days of the week. Dates are very limited in order to maintain a safe environment for all guests and staff by minimizing the sharing of indoor & outdoor space.
- Temporarily, there will be no member discounts.
- Temporarily, there will be no Whole Inn, All Room, or Day Use bookings.
- Thanksgiving, Christmas & New Years' Eve bookings will be auctioned off- stay tuned.
- There is a **no cancellation, no refund** policy. All confirmed and paid reservations are non-refundable and non-transferable, except under specific circumstances.
- Reservations for the Emig Cabin #14 are generally limited to persons with a disability; however, if the cabin is not reserved seven days prior to the booking date, the cabin becomes available for reservation to the public.

- A valid credit card is required to secure a reservation. A deposit of \$25 is taken at the time of booking. After the pre-screening phone call, the reservation will then be confirmed and charged in full by the Reservationist.
- In the event of Inn closure due to Red Flag fire alerts, the Innkeeper and Reservationist will attempt to contact overnight guests to inform them. All overnight fees for reservations canceled because of Red Flag fire alerts will be refunded.
- All children (under 18 years of age) using the Inn must be accompanied by an adult. One (1) adult may accompany up to three (3) children. Children under 16 may not stay overnight in cabins without at least one adult sleeping in that cabin.
- The Inn is closed on Mondays.

- **Check In Time:** between 3pm-6pm. All guests are responsible for arriving prior to sundown. The Inn is not responsible for informing guests of the MMWD or Park rules or for any fines imposed for after-hours hiking.
 - No-Shows and Late arrivals: Call the Innkeeper at (415) 388-9955 if you are not showing up for your reservation. The Innkeeper is responsible for making sure all guests arrive safely.

- **Check Out Time:** 11 am Tuesday –Monday. Guests must complete their Departure Form (including cleanup and sanitizing of all private areas: kitchen, lounge, cabin/room, bathroom, & deck). Neither the Inn nor the Innkeeper is responsible for any personal property belonging to any guest.¹

¹ Version Date 10.26.20