

Dear Club Member,

We refer to your 2019 holiday at Club Los Molinos and look forward to making your stay at the Club a pleasant one. We would like to take this opportunity to remind you of the following about your Resort.

Your CHECK-IN and CHECK-OUT dates, as well as the maximum occupancy of the apartment (including children and Infants), are shown on your Ownership Certificate. Your apartment will be available for occupancy from 17:00hrs on the Check-in date & until 10:00hrs on the Check-out date. If you will be arriving much earlier, kindly let us know and we will do our best to have your apartment ready for you as soon as possible.

ADDITIONAL NIGHTS will be charged at the rate of €65 per Studio per night, €75 per Sleep 4 per night & €85 per Sleep 6 per night. Extra nights at the start of your holiday may be requested 14 days prior to your Check-in date, additional nights at the end of your stay may be requested during your holiday at the Club and are subject to availability.

The Club's main RECEPTION is not manned on a 24 hour basis, however, on arrival you will be given a telephone number (0034) 629 474 427 for use on a 24 hour basis in case of emergencies. Should you require a key for the safe which is fitted in your apartment, kindly contact our Reception. You may also book car hire, taxi service and organised tours of Lanzarote through Reception.

A variety of other services are available and are detailed on the reverse of this letter. **ADVANCE CHECK-IN SERVICE, AIRPORT TRANSFER, FOOD PACK AND CAR HIRE** are available for you to reserve in advance by completing and returning the attached Advance Check-in Form together with the Service Form. Also overleaf are instructions on how to find us. Kindly return the Service Form to the Club at your earliest convenience.

We strongly recommend that you take advantage of our Advance Check-in Service as detailed on the enclosed form. Charges will be levied for any breakages or damage within the apartment. Please note that it is expected that all kitchen items are left clean and stored on departure. A charge of €40 will be levied should the apartment require excessive cleaning at the end of your stay.

Should you have any further queries please do not hesitate to contact us on our Reception telephone number (0034) 928 591 409 (Mon-Tue-Wed-Fri) 09:00hrs – 17:00hrs, (Thu) 09:00hrs to last notified arrival and (Sat & Public Holidays) 10:00hrs – 12:00 hrs, (Sun) Closed, or email us on info@losmolinos.eu.com.

We look forward to welcoming you to your Club.

Please note that Sterling NOTES plus TRAVELLER'S CHEQUES can be exchanged throughout the Island. All major CREDIT CARDS are also widely accepted.

Yours sincerely,

Alexia Pisani Birmingham
Club Access 2 leisure Servicing Department

How To Find Us

From the airport follow Arrecife (LZ2) sign. Continue along the LZ2 road and then follow signs for "CIRCUNVALACION". Turn left (sign posted "Lanzarote Oeste/Norte - LZ3). Continue along this road following Costa Teguiise (LZ3) signs. Once in Costa Teguiise on the dual carriageway, pass the petrol station to your left, go past the roundabout and past the Barcelo Suites on the right. About 1.5km further on, the Resort is on the right hand side and our Reception is immediately adjacent to the Caixa Bank (CLUB LOS MOLINOS RECEPTION).

Airport Transfer

A transfer service is offered by First Minute Transfers for transfer from Airport to the Club and will be charged at €45 for return trip or €25 one way, maximum 4 persons.

In the case that you are more than 4 up to a maximum of 6 persons the transport rate is €70 return or €40 One Way. Payments for these services should be made at Reception upon arrival (All charges are fixed for 2019).

When booking the above services, please supply your flight details in the relevant section of the Service Form and inform us of any late changes.

Car Hire

We have used Cabrera Medina - Rent a Car for a number of years and their prices for a car may vary from €30/€150 per day to €145/€770 per week (depending on the Car Group). Prices include insurance, Unlimited Mileage, tax and hotel delivery.

The availability to pick up or dropped at the airport.

The insurance covers up to 3 drivers (to be stipulated on contract).

Minimum drivers age 21.

*Prices could change at any time during 2019.

Advance Check-In Service

In order to save time filling forms when you arrive, this service enables you to pre-register so kindly fill in the Advance Check-in Form and return it to our Resort at your earliest convenience.

Please have your confirmation Voucher in hand ready with you upon check in.

Food Pack

A welcome pack maybe ordered and will then be placed in the apartment for your arrival.

Coffee (250gr), teabags (40), sugar (x1 bag), milk (1L), tea biscuits (125gr), eggs (6), margarine (125g), olive oil (250cl), bacon (125gr), loaf of bread, orange juice (1L), water (5L), Washing up liquid, Sponge & Cloth – Price - €25

2019 Advance Check In Form

Guest Details

Club Contract No:			
Name:	(Details of one Guest only)		
Address:	House:		
	Street:		
	Town:	County:	
	Post Code:	Country:	
E-Mail:		Mobile Phone:	
Telephone:	Home:	Work:	
Nationality:		Fax:	
Passport No:		Date of Birth:	
Signature:		Date Signed:	
<small>All the above information is correct.</small>			

Additional Guests In Party

Name	Date Of Birth	Passport Number	Nationality

Special Requirements

Please advise us in advance of any special requirements and note them in the space hereunder

Refundable Deposit

Refundable security deposit	Credit/Debit card:	Card number:	Card type:
		Name on card:	Expiry date:
Lead Guest	I hereby confirm that the information above is correct and authorise the invoice expenses incurred during my stay at Club Los Molinos, including as applicable any charges for damages at cost [the card number above].		
	Signature _____		Date _____

S E R V I C E S

Transport

I/We require transport from the Airport to Club Los Molinos, which will be paid on Arrival.

- Kindly ensure that flight details are correct and inform us of any late changes
- Airport Transfers Service is available between 04:30HRS & 22:00HRS

Tick ✓ where appropriate:

Yes	No
-----	----

Kindly tick YES if you have walking difficulties.

Tick ✓ where appropriate:

Yes	No
-----	----

Car Hire

Group: Car:

- A O. Corsa 1.0 (3 Doors) & A/C**
- B O. Corsa 1.2, Ford Ka 1.2 & O. Astra 1.6 (3 Doors) & A/C**
- C O. Corsa 1.2 & Ford Fiesta (5 Doors) & A/C, Fiat 500 (3 doors) & A/C**
- D O. Corsa 1.4 & Fiat Punto (5 Doors) & A/C**
- E O. Astra 1.6 (3 Doors) & A/C, O. Corsa Aut. (3 doors) & A/C**
- F Ch. Aveo Aut. (4 doors) & A/C New O. Astra & O. Meriva (5 Doors) & A/C Opel Combo (4 doors) & A/C**
- G O. Astra Aut. (5 Doors) & A/C, Opel Astra SW & Ford Sportbreak (5 Doors) & A/C, Fiat 500 C Cabrio & A/C, O. Zafira (7 seater) & A/C**
- H Mini One (2 Doors) & A/C, Volvo C30 (3 doors) & A/C, Saab 93 Cabrio & A/C**
- I Ford C-Max (5 doors) & A/C**
- J Volvo S40 Man Aut. (5 Doors) A/C.**
- K O. Insignia (5 Doors) & A/C, LR Freelander 2 4x4 5 - seater & A/C, Ch. Captiva 4x4 7 – seater & A/C, O. Vivaro 9 – seater & A/C**
- L Volvo C70 Cabrio & A/C, Volvo S60 Aut. & A/C, Volvo XC60 4x4 5 – seater & A/C**
- M Volvo XC 90 Aut. 4x4 7 – seater & A/C, Range Rover Sport 4x4 5 – seater & A/C, Volvo S80 Aut. & A/C**

Tick ✓ where appropriate:

Yes	No
-----	----

Required From: _____

To: _____

Number of Days: _____

Car Group: _____

Food Pack

We require a food pack

Tick ✓ where appropriate:

Yes	No
-----	----

We require confirmation of receipt of this Check in Form via email

Tick ✓ where appropriate:

Yes	No
-----	----

Details Of Travel

Please fill in your Travel information regarding your flight to Club Los Molinos as well as departing from the Club.

Date of Travel: _____

Departing Airport: _____

Flight No: _____

Name of Airport

Time of Departure: _____

Estimated Time of Arrival: _____

Date of Return Travel: _____

Time of Departure: _____

Leaving Club Los Molinos

In Arrecife Airport

Privacy notice and consent

The processing of your personal data is required for us to be able to assign the most appropriate available accommodation and services for your forthcoming holiday and future holidays. Your personal data will be processed lawfully, fairly and in a transparent and secure manner to protect your privacy. You may request access to, a copy, rectification or erasure of your personal data or restrict or object to the processing of your personal data, or withdraw your consent at any time. You have a right to lodge a complaint with a supervisory authority. The data controller can be contacted by email at dc@discoveraccess.biz or you may ask any of our employees to speak to the data controller's representative. This data will ordinarily be stored for up to 12 years after the expiry of your last membership.

I/we consent that discoverAccess as data controller (as well as Club Los Molinos as data processor) may process my/our personal data to assign the most appropriate available accommodation and services for my/our holiday(s).

Signature

Signature