

2025 Team Member Room Night Program Authorization Form



Team Member Name: _____

Team Member Property: _____

Name of Guest (Self or Family member): _____

Family Member Relationship: _____ Number of Rooms: _____

Property Reserved: _____

Check In Date: _____ Check Out Date: _____ # of Nights: _____

Confirmation #: _____

Approved by (People Services Representative):

Name	Title
Signature	Date

RATE PROGRAM ELIGIBILITY

1. Available on first day of employment.
2. Full-Time, Part-Time, Seasonal team members
3. Contract Team members (Property Discretion)
4. Spouse/Domestic Partner, parents and Parents of Spouse or Domestic Partner, Children, and Siblings of Team Member.

RATE PROGRAM BENEFIT FORM PROCEDURES

1. Reservations are booked directly on team member page below and subject to availability:
<https://www.coralreehospitallity.com/teammember>
2. This form is not transferable or reusable and is only good for this reservation. Other reservations will require separate authorized forms.
3. This form must be presented at check-in along with a valid photo ID otherwise without this authorization form the Team Member will be charged the rate for the day for the property. No exceptions.
4. You will receive a discount card from People Services, which provides discounts to food and beverage, golf, spa and retail. Discount card must be presented at time of service to receive the discount (discount does not apply to alcoholic beverage purchases).
 - a. Please note some properties may not offer the discounts if the services are outsourced.
5. Any applicable Resort fee, Service fee or Amenity fee will not be charged to the Team Member or Guest as these fees will be adjusted off at the property.
6. There is a maximum of two rooms, per team member, per booking.
7. All guests are expected to conduct themselves appropriately. Any behavior deemed inappropriate by the management of the Hotel, or failure to comply with the Rate Program process may result in forfeiture of the discounted room rate privileges and/or other disciplinary action.
8. Team Members are responsible for following the guarantee and cancellation policy at the respective hotel to avoid potential cancellation penalties.