Westwind Inn

Guest Responsibilities

The following rules apply to all guests occupying rooms at the Westwind Inn:

While a guest in our rooms, lodging supplies, equipment and fixed assets are the guest's responsibility. If an item is damaged or destroyed through neglect or abuse, you may be required to pay for the cost of repair, replacement, or cleaning of that item. If you see anyone abusing or misappropriating lodging property please contact the front desk immediately.

The occupants will also be accountable for their conduct in government controlled rooms, conserve utilities according to energy conservation programs, report facility and furnishing maintenance needs, and follow all fire, health, and safety instructions

Management reserves the right to enter **any** room (whether or not a "Do Not Disturb" sign is displayed) for the purpose of checking the upkeep of the facility or the safety of the occupant.

Furnishings have been arranged for the convenience of guests and housekeeping staff. Please do not re-arrange.

Bicycles, auto parts, etc may not be kept in rooms. Bicycles may not be locked to any stationary object except bicycle racks. **Personal BBQ grills are not authorized on lodging property.**

Shirts and shoes must be worn in public and common areas including laundry rooms. Please use side-walks and hard surfaces between buildings and parking lots. Shortcuts on grass areas leave noticeable trails and destroy the grass, resulting in grass and mud being tracked onto the carpet.

Towels & Linens

All guest rooms are stocked with the appropriate amount of towels and bed linens according to AF Lodging Standards.

If you require any additional items (blankets, pillows, towels, etc) please contact the housekeeping department at ext 7303 or the front desk at ext 0 and we'll accommodate as best we can.

Please do not remove towels or linens from the guest rooms.

NOTE: Guests are responsible for any damages to linen items. Please **DO NOT** use the towels or linens to polish shoes, remove makeup, wash your car, etc. Guests will be charged the replacement cost for all damaged or missing items.

Maintenance/Repairs

Keeping our facilities in tip-top condition is one of our main goals. Should you identify anything in your room or on the lodging premises that requires repair or attention please let us know immediately.

For emergencies call the front desk at extension "0".

For routing maintenance work you have two options:

1. Call the Westwind Inn maintenance department at extension "7500".
2. Fill out the "Maintenance" card located on the desk and we will take care of it..

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