

OPERATIONAL MANAGEMENT PLAN

ADDRESS: Click or tap here to enter text.

Guest Booking System:	Click or tap here to enter text.
Guest Check-In Procedure:	Click or tap here to enter text.
Guest Check-Out Procedure:	Click or tap here to enter text.
Code of Conduct / Rules	
For Guests:	Click or tap here to enter text.
For Pets:	Click or tap here to enter text.
For Guest Visitors:	Click or tap here to enter text.
Maximum Occupancy Numbers:	Click or tap here to enter text.
Maximum Length of Stay:	Click or tap here to enter text.
Waste Management:	Click or tap here to enter text.
Complaints Management Procedure	
For Guests:	Click or tap here to enter text.
For Surrounding Neighbours:	Click or tap here to enter text.
Property Manager	
Name:	Click or tap here to enter text.
Contact Number (all hours):	Click or tap here to enter text.
Location:	Click or tap here to enter text.
Emergency Evacuation Procedures:	As per the Emergency Evacuation Plan located Click or tap here to enter text.