

Best Western - Sturgis Inn
2431 S. Junction Ave -- Sturgis, SD 57785
605-347-3604

October 15, 2007

Greetings:

Please review all our correspondence. If you plan to stay at our motel for the 2008 rally please complete the attached letter, filling in your arrival dates and your signature along with your deposit. Please return the attached letter with your signature and deposit as soon as you receive this letter.

We have the following standard procedures (letter attached) to ensure our guests have a pleasant Rally Week. To make your stay as enjoyable as possible we are always selective who stays here in order avoid problems for our rally guests.

With only 60 rooms and phone calls everyday for rooms, the few guidelines we ask our guests to follow are very important. We have the best guests out of 500,000 who attend the rally.

Rates are \$325.00 for two bedded rooms and \$25.00 per person over two in the room. We also have single king rooms. This information is covered in more detail in the attached procedures letter.

We look forward to seeing you during the 2008 motorcycle rally and thank you for thinking of our Best Western.

Thank you

Guy A. Edwards
Best Western – Sturgis Inn
Phone 605 347 3604
Fax 605 347 0122
guy@rapidnet.com

Sturgis Inn - Best Western "2008 Motorcycle Rally"

Please Review our Standard Procedures for 2008

All rooms will be sold to an individual, to be used by that person and the registered guest with that person. If the person registered to the room does not come to the rally, he/she cannot loan, transfer, sell, sublet or give away his/her room. Guests of the person who reserved the room cannot reside in the room without the registered guest staying in the room.

A room cannot be occupied by more than (4) four persons. No camping is permitted on Best Western of Sturgis property. No sleeping bags permitted in the room.

Room rates for single and double occupancy are \$325.00 per day plus tax. For rooms with more than two persons there is a \$25.00 per person per day charge for the third and fourth occupant in the room. No more than four people to a room.

There are no refunds for checking out before your requested stay dates are up. If you do not use your room during all the days you originally agreed to, you may not transfer the room to a friend, or any relative or any other person you may or may not know.

A deposit of nine hundred dollars (\$900.00) is required with your completed reservation letter, which is attached for your completion. Personal Checks, cashier's check, or money orders are an acceptable form of deposit. No credit cards for deposits. Deposits must be received ASAP to hold your room. **Deposits are non-refundable, under any circumstances, please don't even ask.**

If you fail to arrive on the date you fill in, on the attached return letter, your room will be sold the following day, and we will have to assume you are not coming. If there is a problem while enroute and you may be a day late arriving per the information sheet you completed, please call us.

Following departure from your room after your rally stay, and there were no violations of the rally rules, your deposit will be refunded at check out time. Any damage to the room is the guest's responsibility. **Please remember we provide rags, don't use the towels and washcloths for cleaning bikes, and please don't park your bike on the sidewalk.** Maids and guests have trouble getting around the bikes and many times we're cleaning oil off walks.

Sturgis Inn – Best Western

October 15, 2007

Best Western – Sturgis Inn
 Att: Mr. Guy A. Edwards
 2431 South Junction Ave
 Sturgis, SD 57785

**Please return this letter,
 with your signature to
 Guy Edwards, ASAP**

Dear Guy:

I have read your rally booking information letter and have read and completed the information below.

I understand I must include either Friday August 1st or Saturday August 9th as one of my nights during my stay. I understand I must have my reservation information back to you ASAP in order to have my room held for the 2008 rally. I have also enclosed my deposit of \$900.00 per room reserved.

				Aug 1	Aug 2	Aug 3
				Friday	Saturday	Sunday
				X		
Aug 4	Aug 5	Aug 6	Aug 7	Aug 8	Aug 9	Aug 10
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					X	

Rally Starts
 Saturday
 August 2nd

Please put an X in each of the boxes below the day/dates you plan on staying during the 2008 Motorcycle Rally.

I will be arriving for the 2008 rally on _____ (date & day) and I will be departing on August _____ which is _____ (day of the week).

I have enclosed my deposit of \$_____ and I understand it is non-refundable after your receipt of my deposit. I understand if I fail to arrive on the date I stated above, you will sell my room the following day unless I have contacted you to arrange for a different arrival date.

My Phone number in case you need to reach me is _____.

I will advise you of any change of address or phone number prior to my arrival in August. I have read and understand all the procedures covering your rally booking, and I agree to them in order to obtain my room/s for the 2008 Sturgis Motorcycle Rally. I also understand there is a private dinner party in the pool area on the last Friday night of the rally from 7:30 to 10:30 and there will be no swimming. There will be some extra noise during the dinner and awards program.

Yours Truly,

Number of people in room _____

 Guest Signature

e-mail Address _____

Print Name _____

Address of Guest _____