



COVID-19- Guest Information in relation to Accomodation

The Management & Staff of the Annebrook House Hotel are delighted you have chosen to stay with us. We are very much looking forward to welcoming you and your family /friends to our hotel.

In order to ensure a safer environment for all our guests and to ensure social distancing guidelines from the HSE are met, we have changed how we operate in regards to meetings.

The following information to help you better understand what measures you can expect to be in place during your time with us.

- **Every person entering the hotel must sanitise their hands upon entry, and continue to do so whilst move through the building-i.e., going to your bedroom, the bathrooms, dining areas etc.**
- **A list of all guest staying along with phone numbers must be supplied to reservation team hotel 24 hours prior to arrival to assist with contact tracing.**
- **Your Bedroom and all its items will be disinfected prior to your arrival, and your bed room door will be locked. Please rest assured that upon your departure-your bedroom will be thoroughly disinfected.**
- **Linen changes are now done on request. Extra towels, bed linen, toiletries are also available on request. TV Remotes and glassware are all separately bagged.**
- **No member of staff will enter a room whilst guests are occupying the room**
- **In the apartments all crockery, glassware and utensils will be located in the dishwasher so they are sterilised before your arrival.**
- **Lifts are permitted for use by members of the same family.**
- **Please adhere to social distancing guidelines at all times**
- **A box is available for all key cards on the day of departure.**
- **Face masks and gloves are available at reception on request**
- **At anytime during your stay you are feeling unwell please inform a member of staff immediately.**

Please rest assured that all our staff have been trained in accordance with HSE guidelines, which will ensure that your experience is both relaxed and as safe as possible in our social environment.

If you have any queries in relation to the HSE guidelines, please do not hesitate to contact our management team for more information.