



IN-HOUSE Banking REQUEST

OWNER INFORMATION:

Date: _____

Last Name: _____

First Name: _____

Address: _____

City: _____

State: _____

Zip code: _____

Country: _____

Telephone #: _____

E-mail address: _____

REQUEST:

I hereby request to exchange and/or upgrade my unit/week for the below mentioned unit type/week. I understand that this is a one-time request and agree to the costs associated with this exchange/upgrade as mentioned below. If exchange happens in the same year of original week, there will be a fee of \$100, if the exchange happens in another year than original week, there will be a fee of \$150. I hereby confirmed that my owners account is current on all fees. If switch from low season to high season, an nightly seasonal/upgrade charge will be applied separate from the switching fee.

Contract #: _____

Unit #: _____

Week #: _____

Year: _____

To be exchanged to the following inventory (1st & 2nd options):

Unit Type: _____

Week #: _____

Check-In date: _____

Unit Type: _____

Week #: _____

Check-In date: _____

APPLICABLE FEES:

Upgrade Fee when applicable: US\$ _____

In-house Exchange Fee: US\$ _____

Total to be paid: US\$ _____

CREDIT CARD AUTHORIZATION:

Please fill out the attached Method of Payment form accordingly.

OWNER'S SIGNATURE

Owner's Signature: _____

Date: _____

FOR RESERVATIONS USE ONLY

Date received: _____

Received by: _____

CC info. received? _____

Check-In: _____

Check-Out: _____

Unit Type: _____

Confirmation# _____

Notes: _____

*Disclaimer: Specific unit number, location or view is not guaranteed. We guarantee the unit type and the dates.***Paradise Beach Villas Aruba**

Reservations Department

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