

Annex to the deliberations of the Bureau Communautaire

# **GENERAL TERMS AND CONDITIONS OF SALE**

**RULES OF PROCEDURE FOR THE PLAINE TONIQUE MANAGEMENT  
COMPANY**

**Bourg en Bresse Conurbation Community  
3 avenue Arsène d'Arsonval  
CS 88000  
01008 BOURG EN BRESSE CEDEX**

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## **PREAMBLE**

The La Plaine Tonique Campsite\*\*\*\* and Leisure Centre, hereinafter referred to as "La Plaine Tonique", is one of the community facilities managed by the Communauté d'Agglomération du Bassin de Bourg en Bresse, domiciled at 3 avenue Arsène d'Arsonval - CS 88000 - 01008 BOURG EN BRESSE CEDEX.

This community facility is managed on a public-private basis.

These General Terms and Conditions of Sale are subject to French law. This applies to both substantive and formal rules. In the event of modification of La Plaine Tonique's General Terms and Conditions of Sale after the reservation contract has been sent, the conditions most favourable to the customer shall apply.

## **ACRONYMS**

General Terms and Conditions of Sale : CGV

Activity Booking Form: BRA

## **LANGUAGE OF THE CONTRACT**

These GCS are drawn up in French. Should they be translated into one or more foreign languages, only the French text will be deemed authentic in the event of a dispute.

## **CIVIL LIABILITY**

The customer is responsible for taking out civil liability insurance.

## **BOOKING**

The sending of an estimate by La Plaine Tonique does not constitute a reservation. The quotation is for pricing information only. No payment is accepted at the quotation stage. The quote does not presume the availability of the requested service (accommodation, activities, rooms, etc.). Reservations are subject to the signature of a contract or acceptance of the online GTC or the signature of an ARA, accompanied by a deposit of 25% (of the total booking) in accordance with the provisions of these GTC.

The booking fee applies at the time of booking a stay, room hire, activities or equipment.

The invoice is sent in the name of the reservation.

## **RATES**

These GTC set out the terms and conditions for the use of the tariffs. The various clauses of these General Terms and Conditions apply in accordance with the tariffs adopted and in force each year. The applicable tariffs are set and decided each year by the Bureau of the Communauté d'Agglomération du Bassin de Bourg en Bresse. The agreed rates are applicable from 1st January to 31st December. The services sold must be provided in the same year as they are paid for.

The age taken into account is that on the date of arrival on site.

In the event of damage caused by a customer on the site, an invoice will be sent to the customer or the organisation that made the reservation.

## **RIGHT OF WITHDRAWAL**

In accordance with article L. 221-28 12° of the French Consumer Code, the right of withdrawal does not apply to accommodation, transport, catering and leisure services provided on a specific date or at a specific time.

## **PAYMENT**

The means of payment are set out and detailed in the Annex section of this document. Bank charges are payable by the customer. An invoice will be issued for all payments.

## **REFUNDS**

The various refund conditions are set out in the provisions of these GTC. Requests for reimbursement must include a letter or email requesting reimbursement, as well as an official bank details slip and supporting documents, depending on the case. Incomplete applications will not be processed.

In the event of overpayment by the customer of less than €50, no refund will be made. A commercial gesture may be offered.

It may be possible to combine discounts (e.g. commercial gesture and claim).

In all cases, the booking fee is non-refundable. Weather conditions cannot be used as a reason for refund in the event of cancellation.

All cancellations and/or refunds will be processed after the summer season.

## **MEDIATION AND RECOURSE**

In the event of a complaint or dispute, the customer should first contact La Plaine Tonique to obtain an amicable solution. The customer may contact La Plaine Tonique as follows:

- Send a letter by registered post with acknowledgement of receipt to the management of the Camping et Base de loisirs La Plaine Tonique 599, route d'Étrez 01340 Malafretaz.
- Sending an e-mail with a request for acknowledgement of receipt to [direction@laplainetonique.com](mailto:direction@laplainetonique.com).

In addition, if the response does not satisfy the customer, in accordance with article L. 612-1 of the Consumer Code and subject to article L. 152-2 of the Consumer Code, the customer has the right to make a request for amicable resolution by mediation, within a period of one year from the date of the written complaint. To this end, La Plaine Tonique guarantees its customers effective recourse to a free consumer mediation system. The approved mediator is Médiation Solution. The customer may submit a request for mediation :

- either online on the website: [www.sasmediationsolution-conso.fr](http://www.sasmediationsolution-conso.fr),
- or by post: SAS Médiation Solution - 222 chemin de la bergerie - 01800 SAINT JEAN DE NIOST.

Under no circumstances will La Plaine Tonique pay damages following complaints.

In the event of litigation, only the administrative court of Lyon is competent.

## **INTELLECTUAL PROPERTY**

All the distinct, verbal, figurative or other elements of the campsite are and remain the full property of La Plaine Tonique.

This includes, but is not limited to, the name of the campsite, whether or not it is protected as a trademark, as well as logos, photographs, images, videos, slogans and domain names, whatever the medium.

Under no circumstances may they be communicated, reproduced or distributed by a third party without written authorisation from the management of La Plaine Tonique.

## **PERSONAL DATA**

The personal data of customers is collected and processed by La Plaine Tonique. Certain data is essential to manage the customer's reservation and will also be used to send the customer information and/or promotional offers. In accordance with article 40 of the French Data Protection Act no. 78-17 of 6 January 1978, the customer has the right to access, modify, rectify and delete personal data concerning him or her. To exercise this right, the customer must send a letter or e-mail clearly stating their surname(s), first name(s), address and, if applicable, their customer number to : Camping et Base de loisirs La Plaine Tonique 599, route d'Étrez 01340 Malafretaz.

## **SECTION 1 : GENERAL TERMS AND CONDITIONS OF SALE – INDIVIDUALS**

### **I CAMPING AND RENTALS**

#### **A / COMMON CONDITIONS**

The booking conditions are subject to law no. 92-645 of 13 July 1992 and decree no. 94-490 of 15 June 1994, which govern activities relating to the organisation and sale of holidays.

##### **Article 1 : Booking procedure**

Bookings are processed from the second week of January in chronological order of receipt by La Plaine Tonique. Please note that it is strongly recommended to make a reservation for the campsite and compulsory for the rentals. The customer can book directly online on the La Plaine Tonique website once the platform is active or place an option by post or email. La Plaine Tonique does not offer cancellation insurance. In return, the customer will receive a reservation contract in 1 copy.

The customer then has a period of 10 days to confirm the reservation by returning a signed copy of the contract to La Plaine Tonique, together with a deposit of 25% of the total price of the holiday. All bookings are subject to a non-refundable booking fee (at the current rate) to be paid at the same time as the 25% deposit. The booking fee applies per pitch and per stay, with the exceptions listed in the current price list. The reservation will only become firm on receipt of these documents. La Plaine Tonique will then send the customer a booking confirmation and the deposit invoice.

In the case of a holiday booked online and paid for by credit card online (booking fees, deposit, etc.), the booking becomes firm. La Plaine Tonique will send an invoice for the deposit and a booking confirmation (without a booking contract).

All bookings are on a personal basis and may under no circumstances be transferred or sublet (apart from a contract with a tour operator). Only persons registered for the holiday are authorised to occupy the accommodation or pitch allocated to them. The number of people may not exceed the maximum capacity of the chosen pitch or accommodation.

##### **Article 2 : Change of arrival/departure**

No refund will be given for early departure or late arrival. If there is no news from the customer before 7.30 pm on the evening of the expected arrival date, La Plaine Tonique reserves the right to cancel the customer's reservation and retain all sums paid.

The stay may be postponed to earlier or later dates, provided that the new dates are notified on the day of the request, and subject to availability. In this case only, no new booking fee will be applied. The holiday will then be recalculated accordingly. If the cost is higher, the customer will be asked to pay the supplement. If the cost is lower, the overpayment will be retained.

Payment must be made on site against invoice, or a subsequent invoice will be issued for any person, animal or item not declared but noted by La Plaine Tonique staff.

##### **Article 3 : List of participants**

The surnames, first names and dates of birth or, failing that, the ages of the participants must be entered in the table provided for this purpose on the booking contract and must be returned to the reception of La Plaine Tonique with the contract or at the latest on arrival.

Without these details, no keys will be issued and/or no access to the site will be granted.

##### **Article 4 : Reception of minors**

Minors must be accompanied by an adult of legal age throughout their stay, day and night. If they are not accompanied by their parents, they must also have written and signed parental authorisation, which must be provided on arrival.

#### **Article 5 : Tourist tax**

Payment of the tourist tax is based on the number of adults and overnight stays, and corresponds to the rate set by the Community Council.

#### **Article 6 : Possible cases of partial or total reimbursement**

Requests for reimbursement must include a letter or e-mail requesting the reimbursement, as well as an official bank details details (RIB). The possible cases of reimbursement are detailed below. In all cases, the application fee is non-refundable.

##### **6.1 By the customer - Cancellation**

Any cancellation made by the customer must be notified to La Plaine Tonique by registered letter with acknowledgement of receipt or by e-mail with acknowledgement of reading on presentation of supporting documents (official documents: medical certificates, attestations, etc.) and the official bank details. Any incomplete application will not be processed and will not be reimbursed.

##### **See attached table p 12.**

For other cases not listed in the table above, no refund will be made and all sums will be retained.

##### **6.2 La Plaine Tonique - Cancellation and damages**

- In the event of an invoicing error, a booking error on the part of La Plaine Tonique, a software configuration error, a credit card guarantee taken in error or an error in the information communicated on any communication medium issued by La Plaine Tonique, the total amount of the overpayment will be reimbursed by La Plaine Tonique, at the customer's request.
- In the event of a reservation by a group requesting exclusive use of the site or in the event of an event (festival or other festivity) organised on the site that is likely to cause a nuisance:
  - if the customer has booked before the group/event on the same dates and, after having been warned by La Plaine Tonique, and if they wish to cancel their stay: La Plaine Tonique will offer to postpone their stay or refund all sums paid (excluding booking fees);
  - if the customer has booked before the group/event on the same dates and, after having been warned by La Plaine Tonique, if he/she decides to keep his/her stay: no reimbursement will be made in the event of a complaint related to nuisances caused by the group/event;
  - if the customer has not been informed by La Plaine Tonique, and in the event of a complaint on their part, they will be offered a commercial gesture, or failing that, a partial refund of the stay and/or services not used, which have already been paid for. This refund is calculated pro rata to the days/nights disrupted by the group/event.
- In the event of an inconvenience disrupting the customer's stay and/or following the malfunctioning

of La Plaine Tonique's equipment during the customer's stay (refrigerator, water heater, unusual pest invasion, etc.), noted and recognised by La Plaine Tonique, the customer may be offered a commercial gesture or, failing that, a partial refund of the stay already paid for in advance in proportion to the inconvenience caused. This refund will be calculated on a pro rata basis for the days/nights disrupted. In the event of a downgrading or change of type of accommodation or pitch (for various technical, health or safety reasons), the customer may be entitled to a full refund if the proposed downgrading or change of type of accommodation or pitch is refused by the customer before arrival.

- In the event of incivility or failure to comply with the internal regulations, La Plaine Tonique reserves the right to expel any person present on the Campsite and Leisure Centre. La Plaine Tonique retains all sums paid. The entire stay is due.

- In the event of cancellation by La Plaine Tonique: the cost per night corresponds to the fixed price of the stay, excluding administration costs and additional equipment (household linen, baby kit, air conditioning,

etc.), divided by the number of nights (cost per night and per person): this calculation is used in the event of partial reimbursement of a stay.

## **B/ SPECIAL CONDITIONS - CAMPING TOURISME**

### **Article 1 : Payment of the balance of the stay**

All stays must be paid for on arrival (non-changeable, non-refundable) on presentation of an invoice.

### **Article 2 : Animals**

Pets are limited to 2 per camping pitch. They must be kept on a lead and have their vaccination certificate up to date (to be presented on arrival).

## **C/ SPECIAL CONDITIONS - RENTALS**

### **Article 1 : Late booking**

For all bookings made less than 30 days before the start of the holiday, the full amount of the holiday must be paid on booking.

### **Article 2 : Payment of the balance**

Any stay in individual accommodation (mobile home, cottage or tipi) must be paid in full at least 30 days before the start of the stay. La Plaine Tonique will then send the customer an invoice for the balance. Any holiday not paid for within this period is considered to have been cancelled by the customer and will not be reimbursed.

Any stay in collective accommodation (group gite, Indian camp, tribe tipi) must be paid for when the keys are handed over. The balance corresponds to the number of people staying, or, where applicable, to the number of people required (non-changeable, non-refundable). La Plaine Tonique will then issue the customer with a final invoice.

Payment by bank transfer must be made 7 days before arrival.

Any payment not credited to La Plaine Tonique's account by the day of arrival will be payable by the customer. Proof of transfer will not be taken into account. Bank transfers made after the deadline will be rejected.

### **Article 3 : Guarantee**

When the keys to any rental property are handed over, the customer will be asked to provide a guarantee (at the current rate) in the form of a bank cheque or credit card imprint or, exceptionally, in cash. The customer then has 24 hours to inform La Plaine Tonique of any shortcomings in the inventory using the form given to him on arrival. This guarantee is returned in its entirety on the day of departure or at the latest within 8 days after a satisfactory inventory has been established by La Plaine Tonique. If this is not the case, La Plaine Tonique will issue an invoice for the cost of restoring the premises or replacing missing or damaged equipment. Once this invoice has been paid, La Plaine Tonique will return the guarantee in full to the customer within 8 days. In the case of a credit card guarantee, La Plaine Tonique reserves the right to deduct the invoiced amount from the initial guarantee, if necessary.

### **Article 4 : Pets**

Pets are not allowed in any of La Plaine Tonique's rental properties, with the exception of medical assistance dogs.

### **III MAISON DES SPORTS ACTIVITIES AND COURSES**

#### **A/ MAISON DES SPORTS ACTIVITIES**

##### **Article 1: Payment for activities**

Full payment must be made on site before the start of the activity (land, water and motorised activities, etc.) in accordance with the current prices agreed.

##### **Article 2 : Guarantee**

A guarantee is required (in the form of a bank cheque or credit card imprint or, exceptionally, in cash) for the hire of certain water and land-based equipment listed in the current price list and for the amount set by this same price list. This guarantee is returned in full immediately after a satisfactory inventory of fixtures.

Otherwise, in the event of deterioration, the guarantee may be cashed.

### **IV ENTRY TO THE LEISURE CENTRE SITE**

##### **Article 1: Right of entry**

Payment at the site entrance ticket office gives the right of access to the site during the paying period. The entry ticket must be kept for the duration of your stay on site. The dates of paying periods are set out in the current price list. Children under the age of 3 may enter free of charge, even during paying periods, when accompanied by an adult. Admission charges for adults, children and groups are differentiated (in accordance with the current price regulations).

Access to the site is granted to holders of the Plaine Tonique beach pass for residents of the Communauté d'Agglomération du Bassin de Bourg en Bresse. The latter have acquired the card in exchange for payment of a set-up fee.

Access to the site is free of charge outside the charging period.

During the paying season, payment at the entrance desk is compulsory for customers wishing to access either the Guinguette de La Plage, the Maison des Sports, the Carré Tonique aquatic centre, or the activities offered by private aquatic entertainment providers (water games, flyboarding, etc.). The activities and services offered by the Guinguette de La Plage, the Maison des Sports, the Carré Tonique aquatic centre and private service providers are also subject to a charge. During periods of free entry to the site (out of season), services and activities remain chargeable.

##### **Article 2: Exception**

Admission to the site is free during the paying period in the following situations:

###### **2.1 Suspension of beach surveillance**

In the event of unforeseen closure of the lifeguard service for safety reasons (thunderstorms, etc.), the site entry counters will remain open, meaning that access to the site is free of charge.

###### **2.2 Activities or use of specific areas**

Admission is free only for participants and an accompanying person using :

- Courses at the Maison des Sports
- Activities and swimming lessons at the Carré Tonique aquatic centre
- Hire of rooms or the communal gîte

Lists of participants must be provided to allow access to the site entrance. These lists must be sent to the campsite reception at least 24 hours in advance. Without this list, no free access to the site will be granted.

Admission is also free for a person accompanying a person with reduced mobility and for guide dogs.

###### **2.3 Events**

Cultural and sporting events may be held on the Leisure Centre site during the paying season. For certain events, and only with the agreement of the decision-making authorities, participants in these events (users and organisers) or sometimes the entire general public may enter the site without paying an entrance fee. Lists of participants must be provided to allow access to the site's entrance desk. These lists must be sent to the campsite reception at least 24 hours before the event. Without this list, no access to the site will be authorised.

#### **SECTION 4: EVENTS BEYOND THE CONTROL OF THE PARTIES - FORCE MAJEURE, PANDEMIC**

##### **Article 1: Definitions of force majeure, pandemic**

Any circumstances beyond the control of the parties that prevent the performance of their obligations under normal conditions shall be considered as grounds for exoneration from the parties' obligations and shall result in their suspension. The party invoking the circumstances referred to above must immediately notify the other party of their occurrence, as well as of their disappearance. Force majeure" means any irresistible event or circumstance that is external to the parties, unforeseeable, unavoidable, beyond the control of the parties and which cannot be prevented by the parties, despite all reasonable efforts to do so. The following are expressly considered to be cases of force majeure or fortuitous events, in addition to those usually accepted by the case law of French courts and tribunals: storms, floods, lightning, earthquakes, fires, stoppage of telecommunications networks or difficulties specific to telecommunications networks external to customers, blockage of means of transport or supplies, acts of a government or other authority, industrial disputes, strikes, fires, explosions, accidents, power failures, riots, wars, rebellions and blockades.

##### **Article 2: Events giving rise to reimbursements**

Consequently, the events giving rise to refunds in the event of force majeure or a pandemic are :

- The closure of the La Plaine Tonique Campsite and/or Leisure Centre and/or one of its facilities (Sports Centre, beach, entertainment hall, etc.), whether temporary or not;
- Equipment at the La Plaine Tonique leisure centre or campsite (sports centre, beach, entertainment hall, campsite toilets, etc.) made temporarily or permanently inaccessible to a particular type of customer (groups, people at risk, etc.) due to the application of health or safety protocols, etc;
- An exit ban or confinement requirement imposed by each State for international customers;
- An exit ban for groups of French or foreign (Swiss...) schoolchildren, or for leisure centres, imposed by the competent authority (State, ministry, academy, school headmaster, local authorities...);
- A ban on going out or the obligation to confine people to a defined area or territory within a State (departments, regions, etc.), or to a maximum distance;
- In the event of force majeure or pandemic occurring before the customer's arrival and preventing his/her arrival or during the customer's stay, rental contracts (for pitches and accommodation, rooms and the collective gîte) or activity bookings will be cancelled automatically if it is impossible to move the booking to another date in the same year or if the customer refuses another type of rental / pitch offered by La Plaine Tonique.

In all these cases, La Plaine Tonique will refund the sums received (deposits and balances), prorated if necessary according to the days/nights/activities disrupted or not carried out. In all these cases, La Plaine Tonique keeps the booking fee and does not apply cancellation charges.

##### **Article 3: Reservations and payment of balances**

**All bookings are made by paying the booking fee.** Reservations can be made by individuals, whether or not they are resident in France, or by groups or organisations. In all cases, the booking fee is non-refundable (even if the campsite is closed).

**For non-residents of France:**

La Plaine Tonique reserves the right to accept bookings (rentals, pitches, collective accommodation, rooms, etc.) without a deposit and without payment of the balance 30 days before the start of the holiday. The total amount due must be paid on arrival.

**For people living in France:**

- La Plaine Tonique reserves the right to accept bookings without a deposit only for bare pitches, the collective gîte and the Indian camp and without cashing the balance 30 days before the start of the holiday. The total amount due must be paid on arrival.
- La Plaine Tonique reserves the right to accept bookings for individual rentals, rooms, etc. without a deposit. The total amount due must be paid one month prior to arrival, unless La Plaine Tonique grants an additional tolerance.

**For "individuals" and "organisations" groups:**

- For groups staying at La Plaine Tonique, we may accept bookings (stays, collective accommodation, rooms, etc.) without payment of a deposit. However, reservations must be made by paying the booking fee.
- A 25% deposit is required to book activities, unless La Plaine Tonique agrees to an additional tolerance.
- Individual" groups pay the full amount due on arrival.
- Organisational" groups pay the full amount due on receipt of the invoice.
- 

**Article 4: Cancellations due to force majeure or pandemic**

During the opening hours of Camping La Plaine Tonique, only refund requests resulting from force majeure or a pandemic, as listed below, will be accepted:

- cancellation of a public event (sporting events, etc.) or a private event (wedding, birthday, cousinade, etc.);
- impediment beyond the customer's control (e.g. customer having contracted the virus or contact case identified by the ARS, person at risk, cancellation of holiday by employer, short-time working/substantial loss of salary, "quarantine", greatly reduced length of stay, transport inoperative, etc.);
- cancellation by the customer for safety reasons. When requesting cancellation for reimbursement, customers must prove that their government (by means of a document from an official website) strongly recommends that they do not leave the country, or that there are uncertainties about travel conditions and authorisations... ;
- partial or total cancellation of the holiday or rental by the customer because the totality of the services cannot be provided by La Plaine Tonique;
- Cancellation of groups (leisure centres, sports clubs, associations, seminars, etc.) either because the authorities have banned them from going out or staying, or because there are not enough participants, or because the safety measures are too restrictive to put in place, or because the participants are considered to be at risk.

In these cases, La Plaine Tonique will refund the sums received (deposits and balances), pro-rated if necessary according to the days/nights/activities disrupted or not carried out. In all these cases, La Plaine Tonique retains the booking fee. La Plaine Tonique will also keep the activity deposits for groups that have not given 7 days' notice of cancellation.

Requests for reimbursement must include a letter or e-mail requesting reimbursement, as well as an official bank account number and the corresponding/necessary supporting documents. Only complete applications will be processed.

#### **Article 5: Reductions due to force majeure, pandemic**

Camping La Plaine Tonique may reopen without being able to offer the full range of services to its customers (entertainment, beach...), due to restrictive measures (confinement and/or regrouping, security...).

Discounts ranging from 10% to 20% depending on the number of services cancelled are offered: 20% discount (for the single accommodation service) or 10% discount for each of the cancelled services (entertainment, beach, sports centre). These discounts are added together according to the number of services cancelled, up to a maximum of 20%.

All the above discounts can only be combined with the 10% loyalty discount.

These discounts ranging from 10% to 20% do not apply to residents.

Reimbursements may be made in the event of overcharging in relation to the services offered and in the event of commercial gestures (in accordance with the tariffs in force).

#### **APPENDIX**

Payments may be made (in accordance with the President's Decision creating the Camping and Leisure Centre's administrative office):

- \* by credit card (CB, Visa, Mastercard) online or on site ;
- \* by bank transfer: IBAN: FR76 1007 1010 0000 0020 0405 779 (BIC: TRPUFRP1) TPBOURG Régie Avances et Recettes Plaine Tonique Base Montrevel **(the transfer reference must include the customer number and the surname and first name of the booking)**; at least 7 days before arrival.
- \* by French bank cheque made payable to the Régisseur de recettes La Plaine Tonique with a maximum of €1000 (for any higher amount, a certified cheque or bank cheque is required) cashed immediately (no deferment);
- \* in cash (on the spot or by money order) up to a maximum of €300 per holiday on different dates (article 19 of the Amending Finance Act 2013, "the ceiling on cash receipts for local public bodies and establishments is lowered to €300 (including tax) per holiday [payable on the spot or by money order]");
- \* ANCV Connect holiday vouchers and ANCV holiday vouchers bearing the name and address of the holder;
- \* 01 youth cheques for the themes and conditions authorised by the agreement;
- \* by contactless mobile payment application equipped with NFC (near field communication).

Bank charges are payable by the customer. The administrator has the right to reject payments that do not correspond to the amounts requested and that are overdue.

Appendix table

When is cancellation asked ?	Reason for the cancellation	KEPT	BILLED	REFUNDED	
		Booking fees	Cancellation fees	First down payment / balance of stay payed	Nights not spent
<b>30 days or more</b> before the arrival date	<ul style="list-style-type: none"> <li>• long term illness,</li> <li>• pregnancy complications leading to bed rest,</li> <li>• accident,</li> <li>• death,</li> <li>• change of relationship (dissolution of a civil partnership or divorce),</li> <li>• professional change (dismissal, substantial loss of income...),</li> <li>• cancellation of a private event (wedding, family gathering, birthday...)</li> <li>• cancellation of a public event (sports meeting/competition, festival)</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>less than 30 days</b> before the arrival date	<ul style="list-style-type: none"> <li>• long term illness,</li> <li>• pregnancy complications leading to bed rest,</li> <li>• accident leading to bed rest,</li> <li>• death,</li> <li>• layoffs</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>during the stay</b> late arrival or early departure	<ul style="list-style-type: none"> <li>• long term illness,</li> <li>• pregnancy complications leading to bed rest,</li> <li>• accident leading to bed rest,</li> <li>• death</li> </ul>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>