

Booking Rules and Definitions

Booking System: All requests and bookings are managed through the Denia 2000 website:
www.denia2000.co.uk

Booking Year: This runs from the first Saturday in January to the last Saturday in December

Paid Up Shareholder: A shareholder who has paid their maintenance fees by midnight 30th November of the year prior to the next open Booking Year.

Booking Request: A booking request can be made using the booking system on the Denia2000 website. Even if no one else has requested that week it is not a booking until confirmed by the Chairman through the booking system. Shareholders can request more weeks than they have shares but will only be allocated weeks based on the number of shares they own. Requesting more weeks than you are entitled to does help in resolution of date clashes. An email to the Chairman detailing preferences for the weeks requested is useful.

Confirmed Booking: A booking is confirmed by the Chairman once booking conflicts have been resolved AND maintenance fees have been paid in full. Note, maintenance fees are set for the following year during the annual AGM which takes place in November. Any weeks requested but not yet paid by 1st January will be opened up for booking as additional weeks and the original booking request will be cancelled.

Booking Window: This period allows for shareholders to request their week(s) for the following year. Requests received during this period are not allocated on a first come first served basis. This is to allow shareholders time to determine which weeks they would like for the following year. The booking window opens on the 1st August and closes on 30th September of the year before the year for which bookings are being made. After the window has closed AND resolution of clashes has been completed any shareholders with weeks left to book can request weeks still available on a first come first served basis. These will still be subject to the Booking Confirmation process.

Booking Clashes: This process involves give and take on all parties. Being flexible helps to resolve most clashes. Where this is not possible the following criteria can be used:

- 1) The shareholder has paid all previous years fees.
- 2) The shareholder did not occupy the apartment for the same week of the previous year.
- 3) If the requests occur after the close of the Booking Window then the shareholder requesting first gets priority. All requests get a date and time stamp allocated.

If there is still no resolution and no compromise can be agreed then the shareholders will need to draw lots to decide who gets the week. As they are not present the chairman will have to toss a coin and one of the two will have to call heads or tails.

Additional weeks: These are weeks in addition to the weeks you get as a shareholder (1 share gives you 1 week). These may be requested from 1st January in the booking year for any weeks not already confirmed. These weeks are available on a first come first served basis. Additional weeks are confirmed by the Chairman on receipt of the additional week fee which as of the November 2017 AGM is set at £200.

Cancellation: If you need to cancel your week(s) then it is up to the shareholder how they manage this. The following options should be considered:

- 1) Swap it for a week that is currently available.
- 2) Sell it on to a friend or shareholder for an amount they both find acceptable.
- 3) Not go and set the week to available and should it be booked as an extra week Denia2000 will pass on the additional week fee which as of 2018 is set to £200.

If the shareholder wants to offer the week to the rest of the shareholders as per option 2 the chairman or secretary will be happy to send out the email on their behalf. If you cannot take up your week and do none of the above please let the chairman or secretary know so that they can contact the cleaners in Spain.