



éthiC étapes

CIS DE CHAMPAGNE
REIMS

Name of the group : Check in : Check out :
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Informations– instructions



Timings :

Reception is open 24 hours a day.



For security reasons, the front door is locked from 10pm to 7am.

Breakfast : from 6:30am to 9:00am during the week and 7:00 to 9:30 on the weekend and bank holidays.

Meals : from 12pm to 1pm and 7pm to 8pm (meals on request).

Rooms : Checkout time is 9:30am. Please remove bed sheets and leave them in the room.



Keys : must be left at reception in your group box each time you leave the building.



Sustainable Development : Light / heating / water : follow the instructions : turn off the light when you leave, turn off the heating when you open the window... Mascot Rhéa



The name of the group leader must be mentioned on the rooming list.

He or she is responsible for the group.



Ground rules : for the wellbeing and security of all.



- Alcohol and cigarettes are strictly prohibited. Violation of this rule will lead to eviction.
- Anyone in a state of inebriation will be refused entry into CIS.
- Guests are not allowed in CIS.
- No noise after 10pm. No games after 10pm (snooker, table football).
- Any aggressive or violent behaviour will result in eviction from CIS.
- Entry and exit only by main front door.
- Fire exits are alarmed : to be used **only** in case of emergency.

Misuse of the fire alarm will lead to a fine of 100 euros.

NAME OF THE LEADER	TELEPHONE	ROOM NUMBERS	DATE/TIME OF PERMANENCE

Name and Signature of the group leader :
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Ed 2013

