

Kyoto Plaza Hotel  
Rules & Regulations

To ensure a safe and comfortable stay for our guests, the hotel has developed a set of rules and regulations based on the Provisions Governing Accommodation Agreements. All guests are asked to abide by the following rules and regulations.

If a guest does not abide by the rules and regulations, the hotel reserves the right to refuse the continued room occupancy of the guest, even for the period accepted, and deny use of hotel facilities to the guest, in accordance with Article 11 of the Provisions Governing Accommodation Agreements.

1. The use of fire and ironing in the hallways and guest rooms for the purpose of heating, cooking and bending are prohibited. However, the use of appliances provided by the hotel is exempted.
2. Do not smoke in bed and any area that catches fire easily.  
Please be aware of the evacuation route plan from each hotel room that is displayed at the back of the entrance door.
3. Do not disturb other guests by singing loudly or making any avoidable noise that may cause inconvenience to others.
4. The followings items are prohibited in the hallways and guest rooms:
  - (a) Animals, birds
  - (b) Anything with an offensive odor
  - (c) Large quantity of things
  - (d) Flammable items such as gunpowder, gasoline, etc.
  - (e) Illegally possessed firearms, knives, etc.
5. Gambling or any other behavior that is against public morals in the hallways and guest rooms is prohibited.
6. The use of facilities and amenities in the hallways or the guest rooms for any other purpose is prohibited.
7. Carrying out activities that change the state of the hotel, such as reallocating facilities or items in the guest rooms is prohibited.
8. Installation of guest rooms' fixtures or rearrangement of furnishings is prohibited.
9. Displaying of any items by the guest room windows that may deface the hotel appearance is prohibited.
10. Distribution of advertising materials, or solicitation and sale of goods in the hotel is prohibited.

11. Do not leave shoes or any other personal belongings unattended in the lobby and hallways.
12. Please contact staff at the front reception if guests would like to change the stay period in the hotel.
13. Laundry and lost articles will be kept for a period of three months from guests' departure date.
14. The car parks in the hotel are reserved for hotel guests. Persons other than the registered guests are not allowed to use the car parks.
15. The hotel cannot be held responsible for any loss or damage incurred to property left in the vehicles.
16. The use of public bath in the hotel is prohibited for guests with tattoo.
17. Please deposit valuable items at the reception desk. The hotel cannot be held responsible for lost articles in other places.
18. Please be aware that the hotel requests an advance payment when guests check in.
19. Persons other than the registered guests are strictly prohibited from entering the guest room, using the facilities and amenities provided by the hotel without the permission of the hotel. Please use the lobby to meet visitors.
20. Do not use the lobby and guest room as business office.