



Resort Office • 809 Atlantic Avenue • Virginia Beach, Virginia 23451 • (757) 491-2700
Time Share Office • (757) 491-2700

Please complete the guest certificate and return it to the Timeshare Office as soon as possible so that we can send your guests some vacation information. We also need to put your guest(s) name on the forecast so that the front desk knows who is authorized to occupy your unit. **If you provide your guest's email address, we will email their confirmation and information directly to them.** Thank you.

BARCLAY TOWERS TIMESHARE GUEST CERTIFICATE

THIS CERTIFICATE IS GIVEN TO:

NAME OF GUEST (S): _____

GUEST EMAIL ADDRESS: _____

ADDRESS: _____

PHONE NO.: _____

BY UNIT OWNERS: _____

Upon execution of this certificate by the Unit Owners, permission is given for the above guests to occupy:

UNIT _____ and WEEK _____

BEGINNING DATE: _____ ENDING DATE: _____

DATE: _____ UNIT OWNER: _____

DATE: _____ UNIT OWNER: _____

PLEASE NOTE:

- CHECK IN TIME IS 5:00 P.M.
- CHECK OUT TIME IS 10:00 A.M.
- GUEST NAMED IN CERTIFICATE MUST BE 21 YEARS OF AGE OR OLDER.
- GUESTS MUST PRESENT PERSONAL IDENTIFICATION AT CHECK IN.