



Flexible Use Program

What is The Charter Club of Marco Beach® Flexible Use Program?

The Flexible Use Program is an ownership program designed to give an owner more flexibility when planning their vacation.

What Are The Benefits Of Flexible Use?

- You own part of a “pool” rather than a specific week so you are not locked into a particular week or unit year after year.
- You may alter the time of your annual vacation to fit your family’s busy schedule.
- You may select your vacation time between weeks 1 and 2 or weeks 17 – 51, whenever it fits your schedule best.
- You have the flexibility to vacation during special family occasions.

What Do I Own?

- You own a deeded week at The Charter Club of Marco Beach. It can be rented, exchanged, bequeathed, resold, or better yet, used at a time that best fits your schedule.

How Do I Use My Flexible Week?

- You must submit a written Flexible Reservation Request form to The Charter Club of Marco Beach each year because ***THE WEEK NUMBER ON YOUR DEED IS NOT YOUR CONFIRMED FLEXIBLE WEEK.***
- Mail, e-mail or Fax your completed Flexible Reservation Request form to The Charter Club of Marco Beach. Your request will be confirmed no earlier than January 1 of the year prior and no later than 10 days prior to the week of your choice.
- Choose week 1 - 2 or any weeks between 17 and 51.
- Try to reserve your week early. Most owners make reservations at least one year in advance.
- The **\$15 Flex Fee for 2007 reservations and beyond has been included on your maintenance fee bill.**

How Do I Rent My Flexible Week?

- Complete the first three steps of *How Do I Use My Flexible Week?* This is necessary since you cannot rent your deeded week. After your reservation is confirmed, you will receive a copy of your confirmed reservation.
- Fill out the *Hilton Grand Vacations Company Exclusive Timeshare Rental Contract.*
- Mail, e-mail or Fax the completed Rental Contract **and** a copy of your confirmed reservation to the fax number or address at the top of the Exclusive Timeshare Rental Contract.

How Do I Exchange My Flexible Week?

- Complete the first two steps of *How Do I Use My Flexible Week?*
- Do not choose a week. The Charter Club of Marco Beach will assign one to you.
- Be sure to fill in your RCI ID # in the appropriate space.

What Are The Rules of Flextime Ownership?

- You will be confirmed into the week of your choice on a first-come, first served, space available basis.
- Because of normal high demand for holiday time, your request for this time period will be subject to a simple rotation procedure that allows a fair opportunity for all members to reserve a holiday vacation.
- There is a \$25 fee to change a confirmed reservation.
- There is no carry-over or accrual of unused time to subsequent years. Owners not making timely reservations may lose use of their Flex time for that year.
- If the owner is not able to make satisfactory reservations, they are not relieved of their obligations to pay all assessments and taxes associated with the ownership of the week.

How Do I Contact The Charter Club of Marco Beach® Flexible If I Have Questions?

If you have any questions, you may contact the Front Desk by telephone at 239-394-4192 or by fax at 239-394-4327.