



Montana Innkeepers Association  
P.O. Box 1272  
Helena, MT 59624

Phone: 406-449-8408

Fax: 406-442-8018

[www.montanainnkeepers.com](http://www.montanainnkeepers.com)

## Employee Room Discount Program

In an effort to recruit and retain valuable employees, the Montana Innkeepers Board of Directors has created within the membership, a voluntary employee discount program. The guidelines for the program are as follows:

1. Your property must be a MIKA member in order for your employees to utilize the program at other properties.
2. Each property determines whether they will accept employee discount rates for any given day.
3. Reservations must be made property-to-property from General Manager-to-General Manager or Sales Director, IN ADVANCE of the proposed stay.
4. No more than five nights per year at any given property per employee.
5. Rooms cannot be used for business travel.
6. The employee must be in good standing and be employed for a minimum of 90 days. (An exception can be made for seasonal employees.)
7. The employee must present a Montana Innkeepers discount card at check-in, signed by their manager. (Each property should keep these cards in safekeeping.)
8. Employees must present a valid picture ID at check-in.



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Rate proposals include a "flat rate" employee rate system or a "percentage rate" system.

Please remember that this program is a benefit to your employees and will be used on a space available basis. This program is not designed to displace revenue at your property.

Some examples of employee discounts are given below:

- Hotel 1 \$49 Limited Service / \$59.00 Full Service
- Hotel 2 \$59.00-\$89.00 based on ADR at the property
- Hotel 3 \$50.00
- Hotel 4 Free for corporate / 50% for franchise employees

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### Select your option below:

- Our property will offer an employee discount on a 50% off rack rates, space available basis, year-round.
- Our property will offer a flat rate of \$ \_\_\_\_\_ per room on a space available basis, year-round.
- Our property will offer discounted rates on a space available basis at the following rates:

\$79.99 ADR or Less = \$59.00 Employee Rate  
 \$79.01 - \$129.00 ADR = \$69.00 Employee Rate  
 \$129.01+ ADR = \$79.00 Employee Rate

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Property Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

General Manager and/or \_\_\_\_\_

Sales Manager: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Return this form to: Montana Innkeepers Association • PO Box 1272 • Helena, Montana 59624**