



shercon resort

TROPICAL FARM – SUITES – ECOLOGY PARK

Brgy. San Sebastian, Mataas na Kahoy, Batangas

Call or text us (0922) 838-5293 Sun
(0917) 506-1204 Globe
(0939) 904-7130 Smart

Website : www.sherconresort.netEmail : ecologypark.sherconresort@gmail.com**Contract****Name of Company:** Development Bank of the Philippines

Attn: Mr. Cyrille Don Caguicla
caguiclacyrille@gmail.com

Details:

Date : September 26-27, 2025 (Overnight)
 Guests/Participants : 50pax
 Room Check in : 3 pm
 Room Check out : 12 noon
 Amenities : Open Pavilion / Function Hall
 Rooms (with towels and toiletries)
 12 Multiple Sharing rooms
 All rooms are fully air conditioned
 Swimming Pools and Garden Grounds

Managed Buffet Meals

DAY 1
 Lunch
 Steamed Rice
 Veggies or Soup
 2 Viands
 Fruit or Dessert
 Iced Tea and Fruit Juice

PM Snack
 1 Snack Choice
 Iced Tea and Fruit Juice

Dinner
 Steamed Rice
 Veggies or Soup
 2 Viands
 Fruit or Dessert
 Iced Tea and Fruit Juice

DAY 2
 Breakfast
 Fried Rice
 Egg
 2 Viands
 Coffee

**** You may customize your meal/food, attached is our menu for your easy reference ****
****Additional P 75 per head for additional viand****

Computation:

50pax x P 2,200.00 + 12% VAT

(Group Package – Multiple Sharing)**Total Amount: P 123,200.00**

*In accordance with Mataasnakahoy's Municipal Ordinance No. 40 Series of 2015 :
 Tourism Ecological fee amounting to P20.00 (per person)
 will be collected when you pass through their Tourism Reception Area*

****Any excess in the number of participants will be charged accordingly with the
 same amount per head as stated in the contract amount.****

Payment Details: Send Bill Arrangement 30 days after the event

Please make it payable to Shercon Hiwood Corp

You may make online deposit through our BDO Checking Account #005968013664

(Branch: CM Recto Lipa)

Note: No personal check and credit card payment. Cash basis only.

Other Charges (Optional):

Ice: P 200.00/small box
OT of Waiter: P 500.00/waiter (after dinner - 9pm onwards)
Chopping of Lechon: P 500.00/lechon
Projector: P 2,500.00/day

Important Notes:

- **Wi-fi.** We have free wifi at the resort, however, we cannot guarantee that signal is available at all times. It will still depend on the internet service provider - PLDT. (There may be occasions that the internet provider has unscheduled interruptions beyond our control. Please bear with us if such incident happens.)
- **Outside food and drinks.** Bringing in food and beverages or liquor is allowed (without corkage fee). The Resort only allows grill cooking and use of rice cooker. Use of LPG, induction cooker, butane and other cooking appliances are strictly prohibited.
- **LED Wall.** LED wall installment is not allowed (It causes power outage due to high power consumption) However, if needed, setup of LED wall will only be allowed unless you'll use it with your own generator set. Kindly coordinate it with your outside supplier accordingly.

Terms and Conditions:

- **Pencil Reservation.** We reserve the right to release your booking if no deposit is made.
- **Confirmation.** Kindly note that your reservation is considered tentative and will be confirmed only upon receipt of the 50% down payment. A signed copy of the contract must be sent also through email.
- **Down payment.** As soon as payment is made, a scanned copy of the deposit slip must be sent through our e-mail.
- **Billing Arrangements.** No payment through credit card. The Resort is only allowed to accept cash and check (corporate or manager's check) payment.
- **Revisions/Additions.** Any changes in the reservation details such as: number of participants, menu/food choices, or items requested to be used in the event must be advised in writing at least 5 days before the agreed date.
- **Re-booking Policy.** Kindly advise the Resort Management in writing at least 3 weeks prior to the event date. Failure to advise accordingly means confirmation of reservation and demand of full payment will be requested.
- **Cancellation.** Cancellation must be made in writing at least 3 weeks prior to the event date. Twenty percent (20%) Service Charge based on the total contract amount will be collected to cover preparatory expenses incurred before the function. Failure to advise before the given time means paying the full contract amount.



Other terms and conditions:

- **Check in / Check out time.** Standard room check in time is 3:00 pm and check-out is 12:00 noon. Early check-in or late check-out is upon request and is subject to room availability. Only Resort Management can confirm.
- **Food choices.** Food choices must be sent at least 5 days before the event.
- **Incidental and other additional charges.** The client assumes full responsibility for any damages and shall pay any incidental charges incurred during the function over and above the contract price after the function or upon check-out of the group. The client may pay either in cash or check acceptable to the resort immediately or upon check-out.
- **Force Majeure.** If either party is prevented in the performance of this Agreement by reason of act of God, fire, flood, typhoon, or other natural disaster, or other reason of like nature (not the fault of the client), this agreement may without liability on the parties be terminated by written notice from one party to the other upon written notice a day before the event date of the client.
- Please see attached House Rules.

Conforme:



SIGNED

 Printed Name and Signature 

Welcome to Shercon Resort and Ecology Park! To ensure a safe and pleasant visit for everyone, please take a moment to review our safety guidelines:

- Upon arrival, our security personnel are authorized to inspect incoming vehicles for safety purposes
- **Day tours is from 8:00 am to 5:00pm only. For overnight stays, check in time for the rooms is 3:00 pm and check-out is 12:00 noon.** Early check-in is subject to room availability, only front office can confirm. We strictly do not allow late check-outs
- All children must be accompanied and supervised by an adult at all times whether in swimming pools, guest rooms and anywhere else within the resort
- All guests are encouraged to wear proper swimming attire. This includes bathing suit (Female), swimming trunks (Male), cycling shorts, board shorts, spandex materials, and plain white shirts
- **Strictly no diving, running, pushing, and rough play is permitted around the pool areas.** No swimming is allowed under the influence of drugs or alcohol
- Please note that there is no lifeguard on duty during night swimming. **Pool hours: Ecology Pool, Forestville Pool, Sophia's Duck Pool, Prime Pool and Infinity Pool - until 12mn ; CMS Pool and Pocket Pool - until 8pm ; Hidden Pool and Play Pool - until 5pm only**
- Food and drinks are not allowed in the pool area
- Pets are also not allowed in the pool area. Pet owners are responsible for cleaning up after their pets and for any damage to resort property
- You are welcome to bring your own food and beverages (including liquor) without corkage fee. The Resort only allows grill cooking and use of rice cooker. Use of LPG, butane and other electrical appliances is strictly prohibited and will be confiscated for safekeeping upon entry. Outdoor grilling areas are available for your convenience
- No littering and vandalism. Please practice "Clean As You Go" (CLAYGO) by properly disposing and segregating your trash. We also ask for your cooperation in taking care of all resort facilities to help us keep the premises clean and green
- **No smoking** (in accordance with government policy). Smoking is not allowed in our pools, rooms, villas/cabins, pavilions/function halls, day tour cottages/tents/cabanas, and within 3 meters of their boundaries. For your convenience, we have designated smoking areas available
- **The Management will not be held liable for any risks, accidents, injuries, damages, or losses to persons, property, vehicles, or belongings within the resort (including rooms, function halls, and public areas) that are beyond our control. For your security, you may deposit valuables such as cash and jewelry at the Information Office**
- **For your safety, please do not interact with stray animals (especially cats and dogs).** These animals may pose risks and exhibit aggressive or harmful behavior. The resort will not be held liable for any incidents involving stray animals
- Guests are advised to refrain from disturbing activities like drunkenness, running, shouting, playing loud music, videoke etc. **Silence must be observed in the rooms, function halls, corridors and public areas particularly from 11:00 pm to 6:00 am to give courtesy to other guests**
- Please note that any damage caused to resort property will be charged accordingly. Please secure a clearance from the Front Office before your departure
- Use of fireworks, sparkers, or fire lanterns is discouraged inside the resort property
- Should you have any complaints or encounter any problems, please promptly relay them to any of the resort's personnel for immediate assistance

These House Rules are designed for your protection and the comfort of all our guests.

Management reserves the right to refuse and revoke entry of any guest who does not abide with the Resort's Rules and Regulation. Patrons who repeatedly violate the rules may be ejected from the resort without refund.

Thank you for your understanding and cooperation!

Agreed and accepted by:

SIGNED

(Guest Name and Signature)

Witnessed by:

SIGNED

(Guest Name and Signature)