

Section :	
	Effective Date: January, 2007
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Subject: Food and Beverage Discount	Pages:

Food & Beverage Discount Policy for use at an Associate's Home Hotel

For use when not on Business Travel or Personal Travel.

Purpose:

To communicate the rate associates will pay for food and beverage (F&B) items in their home hotel when on duty or off duty. This discount rate is different than the F&B discount rate provided in the Rate Policy for Rooms and Food & Beverage for Internal Business Travel and Personal Travel.

Anyone violating this policy will face progressive discipline up to and including termination.

The Company reserves the right to alter this program at any time

Guidelines:

Any current associate employed by Airline is eligible for 25% off of any F&B item (except alcohol) purchased in their home hotel when they are on duty and on a break or off duty. This includes an outlet owned by Airline, pantry, We Proudly Serve, etc. This:

1. Will not be used for outlet menus when on duty, anytime between the start and end of a shift. Associates on duty will use the Duty Meal policy.
2. This discount will not be used for Smitty's at the Travelodge Edmonton West, staff duty meal menus, food co-ops, banquet functions, meeting functions and alcohol.

Other Details:

1. No other forms of associate discounts will exist in Airline Hotels unless they are a part of a Company-wide program.
2. The 25% discount will be taken off of the retail price before tax.
3. The discount will not be combined with other guest discounts or promotions. The associate will receive the better of the two offers but not both, the current guest promotion or the 25% discount.
 - E.g.1 - An associate off duty orders two appetizers and there is a Guest promotion going on - Appetizers are 2 for 1. The 2 for 1 discount is a better discount than the 25% off of the retail price of two appetizers. Therefore, the associate will pay the 2 for 1 price without any other discount taken off.
4. National roles and Regional roles can use this discount at any Airline property in their home city.
5. Associates must be present to receive this discount. It cannot be used by family and friends or others if the associate is not present.
6. The 25% discount can be used by the associate for their family and friends if they are with them.
7. The 25% discount will not be used in any other way other than noted in this policy. E.g. - 25% for a guest promo, 25% for associate town hall, etc.