

Owner Options

Easy Steps to Enjoying Your Vacation

MAKE YOUR PAYMENT ONLINE OR SEND IN YOUR MAINTENANCE FEE

Make your payment by visiting our website: <http://www.dailymanagementresorts.com> or make check payable to Vacation Village and mail directly to **NEW Address: Daily Management Inc., P.O. Box 405947, Atlanta, GA 30384-5947.**

If your week at Vacation Village occurs between weeks 1 and 12, email us at ownersberk@dmresorts.com and we will arrange for you to send your maintenance fee early.

Remember: We have pre-deposited weeks for the convenience of owners who would like to use their weeks through RCI Exchange. This procedure is not only for your convenience; it also maximizes the trading value of your weeks. If indicated on this OWNER OPTIONS FORM, we will transfer the weeks into your personal RCI account.

TELL US HOW YOU PLAN TO USE YOUR WEEK

- If you are paying online, select the link to **OWNER OPTIONS FORM**, then select the form for your resort, indicate how you would like to use your week, then "Submit by email" or print and mail.

Indicate on OWNER OPTIONS FORM attached how you plan to use your week, then click "Submit by e-mail" (note: Adobe Acrobat Reader 7.0 or higher is required), or print and send. Depending upon where you want to travel, you may use weeks for future years by arranging to prepay your fees as early as 24 months in advance, except if you chose to stay at Vacation Village during your deeded week - in that case, you can wait as late as 30 days before your week starts.

Upon completing the Owner Option Form below, contact your exchange company if you need to request an exchange for your week. RCI - (800) 585-4860 or (317) 805-8020 or www.rci.com

Below is a list of options concerning the use of your week for the upcoming year. Please indicate which option you would like to exercise. Remember, **in order to occupy or space bank your weeks, all fees must be paid in full.**

All non-payment correspondence (including this Owner Options Form) should be mailed to:
Vacation Village in the Berkshires * 276 Brodie Mountain Road * Hancock, MA 01237

OWNER OPTIONS FORM

Please check the appropriate box & date this form

Submitting this form signifies that all the owners of this contract are in agreement with the selected option.

Owner: Co-Owner:

Contract #: RCI ID# Today's Date:

1. **I would like to confirm the use of my Owner's Week for (year) as:**

- A unit only - Please bank my B unit C unit only - Please bank my A unit
 B unit only - Please bank my A unit
 2 bedrooms

(You should receive an Owner's Confirmation letter from your home resort in about 14 days after receipt of this form)

2. **I would like my weeks transferred to my RCI account for (year) as:**

- Two separate one bedroom units for two weeks
 One 2 bedroom for one week

3. **I am planning to rent my week as:** 2 bedrooms A Unit B Unit C Unit - for (year)

(Please submit a signed Rental Agreement which can be found under General Information)