



# LATE CHECK IN PROCEDURE

When you arrive at the Kona Reef, please proceed directly to the after-hours courtesy phone, located in front of the Castle Kona Reef office.

The phone will automatically dial the late check in service.

They will give you your room number and a code for a lock box. There will be property maps next to the phone.

The lock box will contain a key to get you into the room for the night.

You will be able to complete your check in with us the following morning. The office opens at 9:00 am.

An after-hours emergency phone number and security phone number will be posted on the office door as well as on your welcome packet and welcome letter in the room.

Please refer to the map below for the location of the after-hours phone.

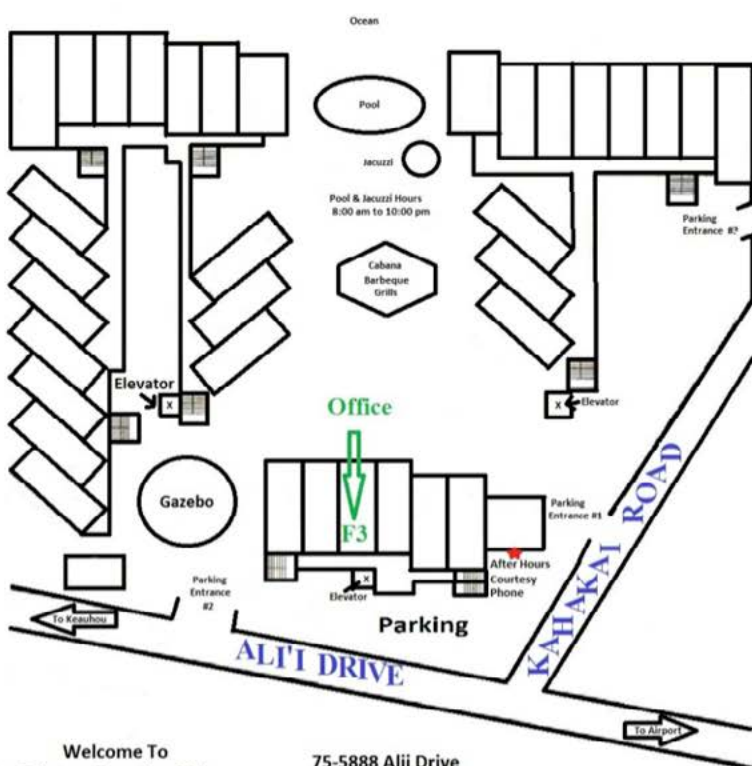
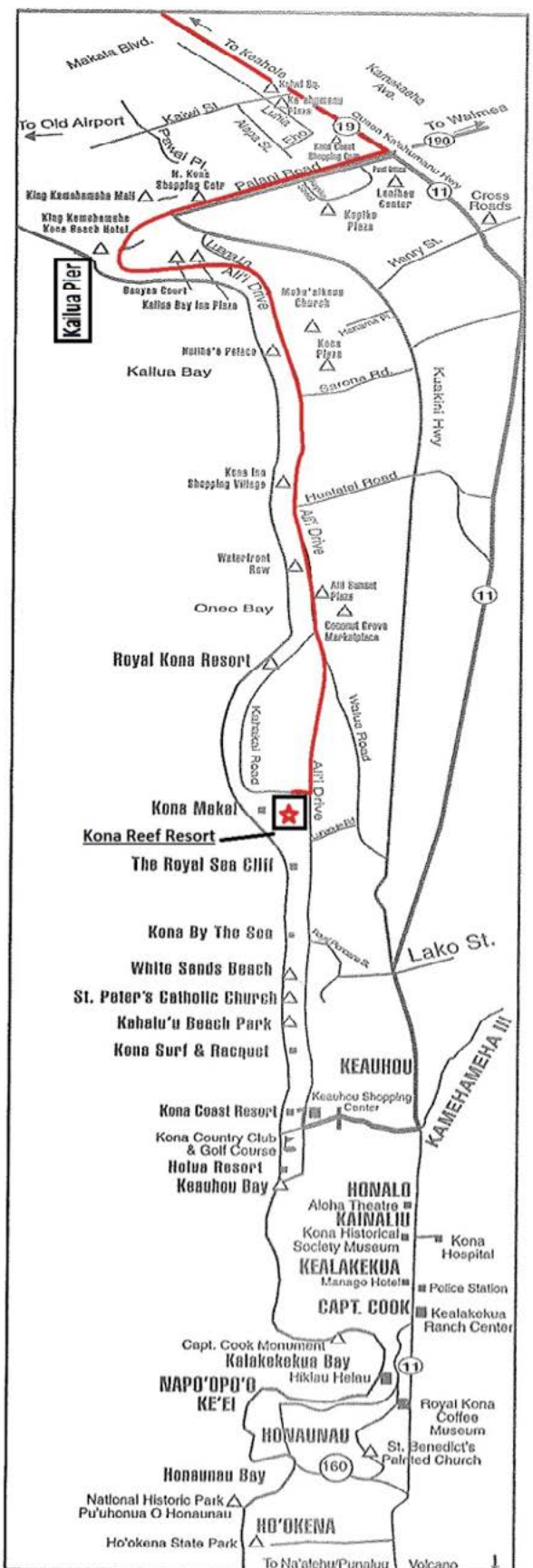
**From Kona Airport, proceed south on Highway 19 (Queen Ka'ahumanu Highway).**

**Turn right onto Palani Road. Continue onto Ali'i Drive. Go south on Ali'i Drive 1 mile.**

**Turn right onto Kahakai Road. Take the first left into the Parking lot.**

**Park in any stall and proceed to Suite F3.**

**Please call 1-808-331-2925 for further assistance.**



Welcome To  
Raintree Vacation Club  
At the Kona Reef Resort

75-5888 Alii Drive  
Kailua-Kona, HI 96740

Check in Time  
4:00 pm

Phone (808) 331-2925  
Fax (808) 331-6401

Office Hours 9:00 am to 5:00 pm  
Office Located in Suite F3

Check out Time  
11:00 am