

Schedule 1

To the i.Book-PRC Private Residence Club Membership Agreement

i.Book-PRC Private Residence Club's Booking Rules and Regulations.

Draft summary of the booking rules and regulations

1. **Your allocated and/or donated weeks/days use-right time** for leisure property owners and owners of units on cruise-liners, yachts and/or house boats will be pooled into **i.Book-PRC's ACCOMMODATION POOL**, to be accessible for booking to all members of **i.Book-PRC**, as per **i.Book-PRC's booking rules and regulations**.
2. **The use-right weeks/days** can be taken up as weekend (Friday – Sunday) and/or mid-week (Monday – Friday) portions, and/or a combination of weekend and mid-week, extended periods and day by day bookings.
3. **Booking a unit / cancelling a booked unit / on-line internet-based booking system**
 - 3.1 **Booking a unit:** any owner or co-owner of a unit and member of the i.Book-PRC can book a unit from the i.Book-PRC **ACCOMMODATION POOL**, at any location world wide, as per i.Book-PRC's booking rules and regulations, using i.Book-PRC's on-line internet-based booking system, using the member's username and password to log in and using the issued **PRC points** as currency to pay for the member's booked accommodation.
 - 3.2 **Cancelling a booked unit:** Any cancellation of a booked unit must be done using i.Book-PRC's on-line internet based booking system, using the member's username and password to log in. Also refer to clause 9 below.
 - 3.3 **The on-line internet-based booking system:** Any member's unit which is not yet participating in an on-line booking system is hereby obligated to use the i.Book-PRC on-line internet-based booking system, which is supplied to all members at no extra costs as it is included in the membership fees. All bookings by non-members to be valid at the member's leisure property need to be confirmed on-line by the member using the i.Book-PRC on-line booking engine and are done on the basis of first come, first served.
 - 3.4 If the member is using another on-line booking system for on-line bookings at the member's property/unit, the member needs to supply the URL for the direct link to the member's booking page on the on-line booking engine used by the member.
 - 3.5 i.Book-PRC will, with the co-operation of your on-line booking engine supplier, update the i.Book-PRC on-line booking engine regarding the availability of the member's leisure property/unit.
4. **PRC points (Private Residence Club booking points)** are allocated to each owner and/or co-owner of a leisure property and to an owner and/or co-owner of residences on cruise-liners, yachts and/or house boats by i.Book-PRC, to be used as currency to pay for booked accommodation and to regulate the access and booking at members' units, from but not limited to mansions, to 1, 2, 3, 4 bedroom villas and/or apartments, town houses, guest houses, B&B's, self-catering properties, hotel rooms/suites, lodges, residences on cruise-liners, yachts or house boats.
5. **PRC points-calculations and the issuing of PRC points to members by i.Book-PRC**
 - 5.1 **Initial issuing of PRC points** is based on the following considerations: the size of the property or the unit on the cruise-liner, yacht or house boat which you own or co-own. It takes into further account the present tourism star grading of the unit and/or the AA-accreditation; the daily rates for the room, suite or unit; the allocated and/or donated number of weeks/days use-right time per calendar year; seasonal availability; the number of bedrooms and bathrooms; other rooms in the unit; covered and uncovered patios and/or balconies and their sizes and various additional features of the unit, such as audio TV entertainment centres; jacuzzi, air-conditioning, swimming pool, golf cart, its location and its demand from members and the amenities within the property/project/resort, cruise-liner, yacht or house boat.
 - 5.2 **Revision of the issued PRC points** : the **PRC points** will be recalculated, annually, or whenever any change is updated and recorded on the member's leisure property input data and reissued by i.Book-PRC to the member, considering amongst others, also the following: the star grading issued by the tourism grading council or any other authority duly authorised to do the star grading and/or the AA-accreditation; the demand for the member's unit and the feedback received from members and/or other users of the member's unit.
 - 5.3 **The member needs to notify i.Book-PRC of any change of the member's property**, e.g. renovations, extensions and refurbishing, as well as any star grading or AA-accreditation upgrade and/or downgrade of the unit, by using the **secure login** on the i.Book-PRC website and adjusting the details in the property input form. i.Book-PRC will recalculate as soon as any changes are uploaded by the member. i.Book-PRC will notify the member via e-mail and/or SMS of the new **PRC points** issued to the member and calculate the new balance.
6. Usage, borrowing, or saving of allocated **PRC points** by the member
 - 6.1 **Usage:** the total **PRC points** issued by i.Book-PRC to the member can be used in one calendar year.

- 6.2 **Borrowing:** the member will be able to borrow **PRC points** from the next calendar year's allocated **PRC points** to be used in the current calendar year to enable you, the member, to borrow **PRC points** from the next calendar year to be used in the current calendar year, provided the member agrees to have the membership agreement period extended to cover for the **PRC points** borrowed and pay the membership fee annually in advance for the year from which **PRC points are borrowed**.
- 6.3 **Saving:** unused **PRC points** can be transferred to the next calendar year, to enable the member to save **PRC points** in one calendar year to be used in future.

7. **Minimum and maximum period for booking in advance**

- 7.1 Bookings as per i.Book-PRC's rules and regulations are on a first come, first served basis, at any leisure property or unit on a cruise-liner, yacht or house boat, of which the owner or co-owner is a member of i.Book-PRC, using allocated **PRC points** as currency to pay for accommodation booked at other members' properties/units.
- 7.2 **PRC points** allocated by i.Book-PRC to the member are to be used in one calendar year.
- 7.3 **High season** bookings consume more **PRC points** than mid-season and low-season bookings.
- 7.4 **Weekend** bookings consume more **PRC points** than mid-week bookings.
- 7.5 **Booking a leisure property or a unit on a cruise-liner, yacht or house boat**, using your allocated **PRC points** can be done and is accepted **maximum nine months in advance**; the longer in advance you book the more choices you will have.

8. **Last minute bookings using your allocated PRC points**

Spontaneous last minute bookings are allowed and are also on a first come, first served basis, provided a unit is available.

9. **Cancelling booked time**

- 9.1 Any **cancellation** of booked time will not result in the member losing **PRC points**.
- 9.2 If the member booked a unit, neglected to cancel the booking online via the member's login section on the website, the member will then forfeit the **PRC points** used for the booking for which the member had not cancelled the booking.
- 9.3 **Additionally any cancellation** of booked time at a unit will be treated by the owner of the unit where you have booked as a normal booking cancellation, and will be charged to the member cancelling as per the prevailing booking cancellation conditions. Any cancellation cannot be paid for in **PRC points**, but will be due and payable in the currency accepted by the member where you have cancelled booked time. We suggest that you take out travel insurance to cover cancellation costs.

10. **i.Book-PRC membership, once-off registration fee and monthly membership fees**
(An updated price list will always be available on the i.Book- PRC website.)

- 10.1 **A once-off registration fee per member:** this covers marketing costs and translation costs of the unit's details in 11 or more languages. It also includes a realtime on-line unit/property availability search and booking engine. (The fee structure is accessible by clicking on the **membership fees** button in the menu section.)
- 10.2 **A monthly membership fee** per member is also payable. (The fee structure is accessible by clicking on the membership fees button in the menu section)
- 10.3 A fifteen percent discount will be given for single ownership paying your monthly membership fee in advance per annum.
10.3.1 Single ownership provides the choice of paying monthly membership fees monthly or in advance.
10.3.2 Co-owners/fractional owners need to pay their monthly membership fee in advance annually, based on the low monthly payment, which has relatively high administrative costs.
- 10.4 Annual membership fee escalation for the first three years is eight percent, thereafter as per CPI of the country in which PRC is operating.
- 10.5 **No booking fee** is charged when booking at members' properties/units, units on cruise-liners, yachts or house boats. All bookings done on-line via i.Book-PRC's website under this agreement, are free.
- 10.6 **No booking fee** is charged when non-members book at members' income-generating properties/units, units on cruise-liners, yachts or house boats as paying clients.
- 10.7 **Any queries and assistance** will be supported, by the nearest licensed country/state/region's licensed representative in the member's local language. Any communication with i.Book-PRC needs to be done on-line via the forms featured on the website and/or via the member's **secure login section** on the i.Book-PRC website and/or any direct e-mail link for the nearest licensed country/state/region's licensed representative.
- 10.8 Telephonic support can be introduced, but only to members and/or subscribers and as per details and instructions supplied to the members/subscribers.
- 10.9 Penalty fees are due for every **overdue payment**.

Fees are payable in the following currency for the following country where the member is residing:

- If the member is residing in **South Africa**, fees are payable in **ZAR**.
- If the member is residing in the **United Kingdom**, fees are payable in **GBP**. If the member is residing in the **EURO zone in Europe**, fees are payable in **EUR**.
- If the member is residing anywhere else **in the the world**, fees are in **USD**.

11. **Booking properties/units and how they are classified:**

Classification of properties/units

All units/properties will be classified in categories and additionally as per the international standards of the tourism star grading and/or AA-accreditation. Leisure properties managed by a third-party management company, not having been awarded a star grading and/or AA-accreditation, will be classified by i.Book-PRC. This will be done as per their level of services supplied; additional features available; the level of luxury of the furniture, fixtures and equipment; amenities available at the

property/project/resort and considering all the information received on the property/unit as requested by i.Book-PRC as per the template with the requested details to be submitted on-line via the **secure login section** to i.Book-PRC during the registration process.

i.Book-PRC recommends that you have your property assessed by a star grading authority and/or get AA-accreditation to ensure an internationally acceptable standard for all members.

11.1 Property/unit categories

11.2 Standard of their finishes and services available

11.2.1 Tourism star grading

11.2.2 AA-accreditation

11.2.3 Or an alternative equivalent of 11.2.1 or 11.2.2 available in the country/state/region

11.2.4 Third-party hospitality/property management company

Booking a property/unit using your PRC points

11.3 When booking a property/unit, you will be using and be deducted the **PRC points** relevant to the property/unit you book.

11.4 PRC will endeavour to keep you up to date with the use of and available balance of the member's **PRC points** as well as the member's booked and available days within one calendar year.

11.5 Unused **PRC points** can be transferred to the next calendar year to enable you, the member, to save **PRC points** in one calendar year to be used in future.

11.6 If the member has a shortfall in available **PRC points** to book a unit during a calendar year,:

11.6.1 The member can top up any shortfall in **PRC points** for the desired and selected booking by borrowing from the next calendar year's **PRC points**, provided the member agrees to extend the membership agreement period and pays the monthly membership fees in advance annually to cover this ruling.

11.6.2 Alternatively, the member can top-up the shortfall by paying with the member's credit card.

12 Participation of a fractional or co-owned property/unit

It is essential for all co-owners/fractional owners to join as members of i.Book-PRC, thus your use-right timetable is not applicable any longer and then you can book anywhere, anytime.

If not all co-owners or fractional owners are prepared to? join as members of i.Book-PRC, only the allocated use-right timetable of the fractional or co-owners who join as members of i.Book-PRC will be made available to all other members of i.Book-PRC for booking at the co-owned or fractional properties.

This would defeat the object of our services to make the allocated weeks available throughout a calendar year.

It is therefore compulsory that all co-owners/fractional owners in a property/unit all join as members of i.Book-PRC simultaneously, as then they will have no restrictions regarding booking anywhere, anytime. This is subject to i.Book-PRC booking rules and regulations.

13 Availability and/or blocking of periods at leisure properties, functioning as the main income for its owners as a member

If your leisure property is your main income-generating leisure property, you can block certain periods during a calendar year from being booked by other members. This will however mean that you will also be excluded during the period you blocked your leisure property from being booked, resulting in you not being able to book any other leisure property, cruise-liner, yacht or house boat from other members anywhere in the world during the blocked periods.

14 Selling your unit/property

When you, as the member, sell your unit/property you need to notify i.Book-PRC upon transfer of the unit/property to the buyer. The seller ceases to be a member of i.Book-PRC and the buyer of the unit/property automatically becomes a member of i.Book-PRC and acquires the balance of the unused **PRC points** and/or remaining available days in the current calendar year.

The member selling his/her unit/property agrees hereby to settle any outstanding fees due to i.Book-PRC via the transferring attorneys.

15 General

15.1 When becoming a member of i.Book-PRC you have immediate access to all properties and/or units on cruise-liners, yachts and/or house boats of all other members at i.Book-PRC, subject to i.Book-PRC's booking rules and regulations.

15.2 All bookings need to be done via i.Book-PRC's central internet-based on-line booking system, which is accessible for members via i.Book-PRC's website **secure login section** and a booking confirmation will be issued by i.Book-PRC.

15.3 To cover for breakage and/or damage to items and/or property, when staying at a leisure property or unit on a cruise-liner or yacht, the ruling of the owner/manager and/or the third-party management company and/or body corporate and/or home owners association at the property/unit where the member has booked, will apply.

15.4 If membership and/or any additional service fee payments listed in items 10 and 11 herein above and/or any additional services introduced later are not paid up to date no booking and/or usage can be made or accepted in any leisure property, unit on a cruise-liner, yacht or house boat inclusive the unit.

15.5 For the unit/property to be accepted by i.Book-PRC, the required detailed information regarding the unit needs to be supplied by the owner and/or third-party management company to i.Book-PRC as per instructions supplied by i.Book-PRC. The unit also needs to comply with minimum standards in its grading category set by the tourism star grading council or the relevant authorities in the relevant countries and/or the AA-accreditation and/or i.Book-PRC.

- 15.6 **A grading system** will be introduced to all units/properties for clarification to all members when choosing leisure properties or units on cruise-liners, yachts or house boats when booking your holiday, business trip or leisure time. It will include and consider the internationally accepted tourism star grading system for the hospitality industry and/or the AA-accreditation. i.Book-PRC recommends to have your property assessed by a star grading authority and/or get AA-accreditation thus ensuring an internationally acceptable standard for all members.
- 15.7 Leisure properties managed by a third-party management company and which do not have official star accreditation, will initially be awarded a grading by i.Book-PRC based on the requested detailed information received on-line via the **secure login section** on the i.Book-PRC website. Furthermore, i.Book-PRC will collect feedback from other members who have stayed at these properties and evaluate the received feedback and communicate with the member if a grading adjustment for the member's property will be considered by i.Book-PRC, before doing so.
- 15.8 **To ensure that the unit/property complies with the standard of classification/grading it has been classified in**, inclusive services to be supplied to the **unit/property i.Book-PRC** is entitled and will require the member to supply feedback from using other members' units, thus having up to date information of the units/properties for the benefit of all members.
- 15.9 **Access control, maintenance and administration of the member's leisure property, managed by a third-party management company** remains with the third-party management company you are contracted to as per your agreement with the management company. The third-party management company needs to adhere to the i.Book-PRC booking rules and regulations on behalf of the joining member.
- 15.10 **All leisure properties** and/or units on cruise-liners, yachts or house boats from members of i.Book-PRC **will be listed and can be viewed on the i.Book-PRC website**, showing substantial information regarding the properties, units on the cruise-liners, yachts or house boats and the amenities on and around the property/project/resort, to enable the members to choose an appropriate property or cruise-liner, yacht or house boat for booking their holiday, business trip or leisure time.
- 15.11 Members can also list their unit/property for sale via the **i.Book-PRC** website.
- 15.12 The booking rules and regulations are attached to the i.Book-PRC membership agreement and are referred to therein as **Schedule 1**.
- 15.13 i.Book-PRC has the right to further amend and/or extend the booking and exchange rules and regulations for their members when required and will notify members via the website, e-mail and/or SMS when such changes are necessitated.
- 15.14 In developing such rules, i.Book-PRC shall endeavour to develop rules of general application to all units and members so as to ensure fair and effective booking and usage of the units that form part of i.Book-PRC Private Residence Club, as well as facilitating orderly and proper conduct of members (and their invitees) in the use of the units.
- 15.15 The duration of membership is governed by the i.Book-PRC membership agreement.
- 15.16 All prices for fees and/or additional services listed are excluding VAT.
- 15.17 i.Book-PRC reserves the right to review the listed prices when appropriate by updating these via the website, e-mail and/or SMS.
- 15.18 On registration as a member of i.Book-PRC the fees listed on the website on the day of registration as a member will be applicable.

The i.Book-PRC Private Residence Club membership agreement and the detailed property input form will be made available via the member's secure login section on the website.

