

**WANT TO INCREASE YOUR MOTOR COACH BUSINESS?
ARE YOU MOTOR COACH FRIENDLY?**

1. Is your property accessible by Motor Coach?
 - a. direct approach & drop-off areas at your hotel, restaurant or attraction
 - b. can the coach park without obstructing traffic flow
 - c. do you charge the Motor Coach to park
 - d. obstructions on your property
 - a. trees
 - b. curbs
 - c. large boulders
2. Can you provide a special location for the coach to park where they will not disturb your guests or other associates
3. Is there an overhang that will allow the Motor Coach access underneath it
4. Is your lobby or reception area for 40 plus people to check-in and assemble
5. Will you pre-key your rooms prior to groups' arrival and distribute them on the Motor Coach
6. Can you set aside a separate area in your restaurant or attraction seating lobby area where you can immediately seat the group
7. Will you have adequate staff or add additional hotel/staff/bellmen to your regular crew to accommodate quick and efficient check-in and/or seating (wait staff)
8. Is your staff aware of, or have they had special training in working with Motor Coach groups
 - a. no discussion of finances is to take place by your staff
9. Is your group comp policy flexible to adjust to the size of Motor Coach groups which are usually 40 + people
10. If you do not have on-site facilities/amenities, are there restaurants, drug stores, etc. within walking distance of your hotel
11. If any meal/etc. arrangements are made with your hotel, F & B vouchers are not to be included in the envelopes, nor price of room, attraction, tour, meal prices or admission.
12. Assign someone to the group for any problems that might occur with the group
13. Is the property prepared for smooth group check-in and have some type of Welcome Reception