

Guest Responsibilities

Guests will not permit children to play in the areas adjacent to the other Detachment ALFA buildings.

Before checking-out, guests will ensure all cooking utensils, dishes and tableware are washed, dried and stowed and that all perishable foods are removed from cabinets and refrigerator.

Guests will report all damaged or improperly operating furnishings or equipment to Detachment ALFA personnel as soon as practicable, or upon checking out. The guest last occupying the cottage would normally be held responsible for replacement or repair of missing or damaged items.

Guests are not authorized to host parties at the cottage without prior approval from the Officer in Charge, NAVSOC Detachment ALFA. Only those members of the occupant's listed party are authorized to use the cottage during their stay.

Additional Information

Additional information concerning the local area, restaurants, shops, facilities and their hours of operation is available from the Officer-in-Charge or located in an information binder on the cottage TV room desk.

Suggestions

Guests are invited to make suggestions to the Officer-in-Charge at any time concerning safety, furnishings, comfort, or other areas of improvement.

Special Note

Gull Cottage was once scheduled for demolition due to its structural deterioration as an unoccupied lighthouse caretaker's dwelling. The interest of local citizens and Detachment ALFA personnel saved it from this fate. Through the efforts of Naval Satellite Operations Center, the house was renovated to its original state, as close as possible, with a few modern conveniences added. To preserve the house, both as a significant landmark and a renowned recreational facility, abusive or potentially abusive activities on the part of Gull Cottage occupants must be prevented. Therefore, use of Gull Cottage for group activities or parties is not authorized. Amplifying information may be obtained by contacting Officer-in-Charge, NAVSOC Detachment ALFA, Prospect Harbor, Maine.



GULL COTTAGE



NAVAL SATELLITE
OPERATIONS CENTER
DETACHMENT ALFA

Officer-in-Charge
NAVSOC Detachment ALFA
P.O. Box 229
Prospect Harbor, ME 04669-0229

25 May 2004

Prospect Harbor, Maine

Hidden in the picturesque fishing village of Prospect Harbor, Maine is one of the Navy's premier MWR assets. A guesthouse, known as Gull Cottage, and its associated lighthouse are historical landmarks of unparalleled quality. The residence, constructed in 1891, had been abandoned for many years although the lighthouse was still operational. It was renovated in 1969 for exclusive use as a Navy recreational asset and christened Gull Cottage. The cottage is a two-story building with two bedrooms, a living room, study, kitchen, and bath. Fully furnished, it includes complete kitchen facilities with microwave oven, range, refrigerator, cooking utensils, and dinner service.

Normal facilities provide for six occupants. The Officer in Charge of Detachment ALFA must approve larger numbers of guests prior to guests' arrival.

Administration

The Commanding Officer, NAVSOC, administers the operation of Gull Cottage and approves or disapproves all reservation requests. The decision of the Commanding Officer regarding requests is final.

Reservations

Reservation requests will be accepted no earlier than 0800 and no later than 1100 on the first working day of the month preceding the month in which reservations are desired.

MWR eligible patrons O6 and above will call to make reservation requests to NAVSOC Headquarters at (805) 989-4212 / 4211 between the hours of 0800 and 1100 PST. All others will make their requests to NAVSOC Detachment ALFA at (207) 963-7700 between the hours of 0800 and 1100 EST.

Approval of reservations is based on the priority order contained in BUPERSINST 1710.11C.

Length of Stay

The period of scheduled occupancy is from two to five nights. The length of stay may be extended if a vacancy exists and is approved by the Officer-in-Charge of Detachment ALFA.

Payment

Payments must be made in the correct cash amount or by check, payable to "Detachment ALFA Recreation Fund", at time of check-in. Credit cards are not accepted.

Check-in Time

Guests may check-in after 1500 (3:00 p.m.).

Check-out Time

Check-out time is 1200 (12:00 noon). Guests will be charged for an additional day should they check-out late without prior specific approval of the Officer-in-Charge. Guests who depart early will be charged for the full period of their reservations.

Cancellation

Payment for all confirmed reservations is required unless a cancellation is received 72 or more hours prior to the reservation date. Payment is required for cancellations received less than 72 hours prior to the reservation date, unless the coordinator is able to fill the cottage for the period of the reservation. Detachment ALFA personnel must handle all cancellations. Guests may not transfer a reservation they cannot keep to another party.

Rates

Rates for members and their guests (limit of 6 individuals occupying cottage) are as follows:

O6 & above and Civilians.....	\$ 75.00/day
O4 - O5.....	\$ 65.00/day
W2 - O3.....	\$ 60.00/day
E7 - E9.....	\$ 55.00/day
E5 - E6.....	\$ 45.00/day
E1 - E4.....	\$ 35.00/day

A surcharge of \$4.00 per person will be added to the above rates for each person on temporary additional duty. This includes both military and civil service employees.

It is preferred that lodging payments be made during working hours, 0730 - 1600 (7:30 a.m. - 4:00 p.m.), Monday through Friday.

Janitorial Service

A complete cleaning is always scheduled between periods of occupancy. To avoid infringing on guests' privacy, no janitorial service will be scheduled during occupancy. Spare bed linens and towels are maintained in the cottage. Additional bed linens are available from NAVSOC personnel upon request. Trash may be disposed of in the receptacle located outside the NAVSOC administration building (Bldg. 112). Guests should contact NAVSOC duty personnel for any further assistance.

Restrictions

Buildings, other than Gull Cottage, are off limits to guests, with the exception of building 112, the Administration building, where guests will check-in or check-out and obtain additional information regarding the cottage and the area. Because pets cause health problems for some guests, pets are not allowed. In keeping with the Navy's policy on smoking in Navy buildings, smoking is not authorized in Gull Cottage.

Laundry Facilities

Laundry facilities are available for guests in the basement of the cottage.

Telephone Service

A telephone is located in the cottage (207) 963-5517 and local calls may be made without charge (only 963 and 422 prefix numbers). Guests are responsible for their own long distance calls outside of the local calling area, please use a calling or credit card to place these calls.

Fire Protection

Diagrams showing the locations of fire fighting equipment in Gull Cottage are conspicuously posted on the first and second floor walls. Guests will please familiarize themselves with these diagrams.

Fires are to be reported immediately by dialing 963-7788. This will alert Detachment ALFA personnel, as well as the local fire department.

