

Packing Suggestions

Besides packing the obvious things needed for travel, here are a few suggested items to pack:

Items worth purchasing before traveling:

- sunblock,
- sunglasses,
- bathing suits,
- insect repellent,
- snorkel/dive equipment,
(However, this equipment is available for rent on the island.)
- beach shoes,
(Water shoes are recommended for beach entry at Casa Gordon due to limestone rocks mixed with sand. Shortly after entry it is a sandy bottom.)
- books & magazines,
(Limited number of stores carry English language reading material.)
- music device for Bose portable stereo.
- DVD movies,
(There are movies but they are older in nature.)

If you bring babies, sometimes these things are not available:

- your preferred formula,
- water wings (small children floatation devices),
- children's Tylenol,
- baby sun hat,
- favorite American snacks or cookies.

Most important remember to have all your travel documents and passport!



Directions to Casa Gordon from Airport:

18.44 Km Carretera Costera Sur (Coastal Highway South)
Cozumel, Quintana Roo, Mexico

For directions from the Cozumel airport , we are on **Google Maps**. Just enter Casa Gordon. However, Google Maps may suggest going through town which we don't recommend.

When exiting airport, there will be a roundabout,
go right (south) at first street
and head towards the ocean (west).

When you reach the ocean,
turn left (south) on the waterfront road
(Rafael Melgar). This street will turn into the
Coastal Highway. **(Turn on Google maps)**

Go south on the Coastal Highway for about 18 KMs or 12 miles.
You will pass El Cedral, Iberostar and then look for a white wall entrance.

The gate to Casa Gordon is on your right. It is an iron green gate with a sun and moon and a white wall. The Casa Gordon logo of a jaguar is located on the left side of the white wall. Watch for traffic on the bike path (old highway) before entering our road.

Turn right into entrance and follow the road until you reach the villa. At the Y, the left takes you to the front of the house and the right takes you to the garage.

IMPORTANT:

Drivers please be cautious and yield to bikes or motor vehicles on the bike path (old highway) when entering or exiting the Casa Gordon entrance.

At night, they block the highway with cones (hard to see at night) by Iberostar. Pay attention and slow down at night once passing Iberostar. Please be aware that you will need to go on the bike path (old highway) at night to go town or get to the Casa Gordon entrance.



Casa Gordon

18.44 Km Carretera Costera Sur (Coastal Highway South)
Cozumel, Quintana Roo, Mexico

House phone number

From the US
011 52 987-872-9559 Office

Local call
987-872-9559 Office

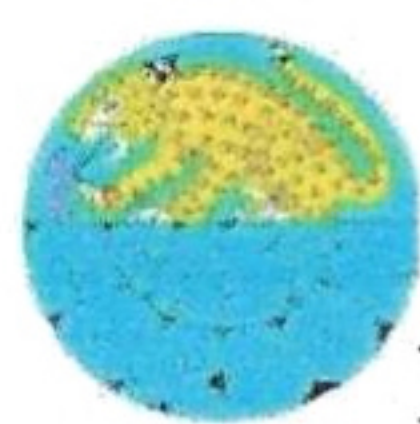
After Hours
987-869-0261 Chris' home

During business hours, you can dial "0 or 131", it will ring the Office Manager.
If the office manager is available, she can transfer the call as requested by the caller.

Telephone Extensions for room to room calls:

Office	131
Game Room	133
Living Room	134
Kitchen	135
Staff Apt.	136
Fish Room	111
Frog Room	113
Turtle Room	121
Shell Room	122
Iguanas Room	123
Jaguar Room	124
Master	125

Each room has an extension number, see laminated card by the phones to call room to room. Your room number will be on a list provided by Chris on your arrival day to hand out room keys during your arrival to Casa Gordon.



IMPORTANT INFORMATION FOR YOUR STAY AT CASA GORDON

The Casa Gordon Team will be there to welcome you on your arrival day.

We have a portable Bose speaker system so please bring your devices for music.

There are three WIFI networks, Casa Gordon, TV Room, Palapa. When going from one part of the villa to the other it takes time to find the network. If you don't connect automatically you may need to find the appropriate network in your settings. If you have issues, please let Chris know.

Blu-ray DVD players are available in each room. We do have a large movie library, but they are older in nature. Roku TV will be in the master, game room and media room.

No need to bring beach towels, they will be provided. Also, a hand and body soap is provided along with hairdryers in each room. Shampoo and conditioner are not provided.

Please bring water shoes as there are rocks mixed with sand upon entry to the ocean. It's a sandy bottom once past the shoreline.

Also important, life jackets are provided and recommended for paddle boarding and kayaking. There are strong currents and boat traffic so it is best to stay close to shore while using the paddle boards and kayaks. For safety, please bring life jackets for young children because we only have medium to large life jackets.

Please bring the paddles and kayak out of the water and store 1/2 way from the water's edge and the villa as they can float away when the tide comes up.

Make sure that water toys are stored close to the villa when leaving the property or overnight. Please remove valuables by the beach and pool when guests are not around to keep them safe. We have never had problems but being cautious is the best way to prevent theft.

On the staff's nights off, be sure that when you leave the property to have your keys because the staff will lock all the doors before they leave on their days off. Also, when leaving property make sure to lock all the doors especially the beach side doors, kitchen and courtyard bedrooms. Two keys will be provided to you and your guests, one that will open your bedroom door and second key that opens all the common area doors.

A remote will also be provided to secure the main entrance gate. Please do not forget to return our remotes.

If there are after hours maintenance issues during your stay, please call Chris' number on the laminated cards by the telephones.

Of course, remember to have in your carry-on bags, your passports and we suggest having pens handy to fill out the custom forms.

Have a safe trip and a wonderful time! Patricia and the Casa Gordon Team



Welcome to Casa Gordon,

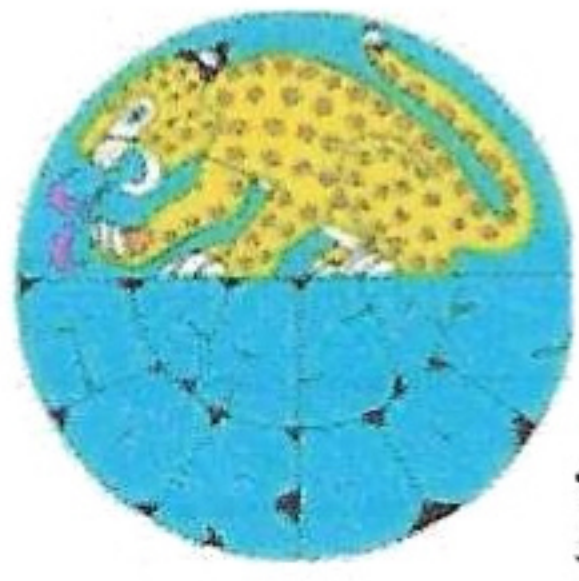
we will have a tropical drink, our compliments, ready for you. You will be given two keys. One will open your room and the other will open all common door areas such as the entrance doors, dining room doors, media room doors, patio doors etc. Your group will also be provided a remote or two for the front entrance gate.

Please be advised that there is no breakfast or lunch on arrival day. Arrival snacks are available from our Chef's Complete Menu. Please order arrival or daily snacks in advance of your stay.

We provide daily maid service with clean towels. In the event, you need sheets changed during your stay, please notify Chris the general manager.

You will be provided with beach towels during your stay and ask that if you do take them off property then please bring them back to the villa. Hanging towels to dry in the sun during the day is suggested.

Upon departure, please make sure to return our keys and gate remotes.



Do's and Don'ts

Do have a good time in the sun. Don't forget to drink plenty of water and use sunblock.

Do plan to swim in the ocean in front of the villa. Don't forget water shoes because of limestone rocks along the shoreline upon entry to the ocean.

Do smoke outside if you wish. Don't smoke anywhere inside the house or your rooms.

Do plan on enjoying the chef service. Don't change your lunch or dinner time without plenty of notice. No dinner service after 7 pm.

Do plan to have parties and lots of fun. Don't use drugs of any kind in the house.

Do ask the staff for something you might need. Don't ask them to do things outside their job capacities like chauffeur or bartender.

Do swim in the pool, play volleyball, cards, or board games. Don't ask to use the four-wheeler for your recreation.

Do realize that we are aware that things may be broken or damaged by accident. Don't forget to report these accidents to the house manager.

Do use our keys, gate remotes, beach towels, DVDs, and Karaoke music. Don't take them home with you.

Do relax in the sun on the beach in front of the house. Don't leave valuables unattended at any time.

Do plan on coming back. Don't forget us, please tell people about your experience at Casa Gordon.

Enjoy your stay!

CASA GORDON TEAM



Departure Day

Please have your luggage in front of your door 30 minutes before departure time. This way we will assist you with your luggage to vehicles for airport departure.

Airport is about 30 minutes from the villa. Most airlines gates are open 2 hours before departure time. Due to extra security measures, we recommend being at the airport at least 2 hours before departure.

Please be ready to check out of your room by giving your room keys directly to the house manager. Keys and gate remotes not returned directly to house manager before departure will be reported as lost. Please be sure you have left your towels and beach towels in your room.

Staff and Tipping

CASA GORDON TEAM

Chris - general manager

Thomas - repair and maintenance

Luis - chef

Martin - chef helper

Vicki - housekeeping service

Tony - meal service/pool maintenance/administrative

Fidel - meal service/general maintenance

Jonathan - household and general maintenance

Guillermo - general maintenance/gardener

Alfredo - meal service/gardener

For staff service, gratuities are appreciated and should be given directly to the general manager to distribute amongst the entire staff. Casa Gordon team recognizes a pooling system of tipping and wish to express their appreciation for your considerations towards excellent service rendered during your vacation.