

FAITHLEGG



Tips and Gratuities Notice

- Faithlegg Hotel & Golf Club, **does not levy a Service Charge**, or any other charge that may be construed as a form of service charge on any of our hotel products or services.
- Any tip or gratuity that a guest give to a staff member in the Hotel, regardless of medium by which the amount is provided, **is wholly voluntary on the guest** and any such amount that may be given **does not in any way accrue to Faithlegg Hotel & Golf Club as an Employer**.

Credit Card / Room Tips and Gratuities (“Electronic Tips and Gratuities”)

- Electronic Tips & Gratuities are wholly distributed to staff members through payroll.
- Each Department of the Hotel has an agreement in place as to how Electronic Tips & Gratuities are divided amongst the employees within their department.
- Faithlegg Hotel & Golf Club, as employer, administrates the payment of the electronic tips and gratuities to the employees.
- Such amounts are paid to the employee **in addition to their agreed contractual rates of pay** and are subject to Income Tax.
- Any such amounts are itemised on the employee’s payslip and are clearly identifiable as Tips / Gratuities.
- Employees are provided with regular statements showing the amount of Tips and Gratuities obtained in their department in a given period.

Cash Tips and Gratuities

- Cash tips that may be received directly by employees and are divided and distributed daily in each department by the employees.