

# Breckenridge Grand Vacations Annual Reservation System Instruction Guide

Dear Grand Timber Lodge Owner,

Please refer to this instruction guide if you need help using the Breckenridge Grand Vacations Annual Reservation System. The example in this guide is for a two-bedroom, but the system works similarly (three-bedroom owners need a minimum of 10 check-in day requests) regardless of what unit size you own.

Please remember that you can place your reservation requests anytime between 9 a.m. Mountain Time on December 11, 2017 and 5 p.m. Mountain Time on January 12, 2018. Confirmations will be sent out on January 19, 2018.

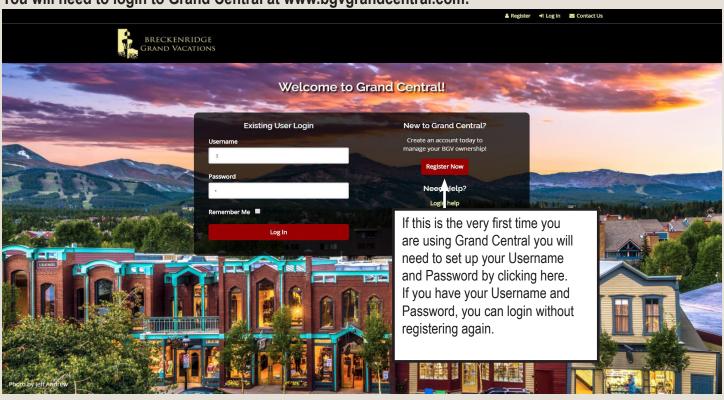
If you need assistance, please feel free to call the Breckenridge Grand Vacations Owner Relations Department Monday-Saturday from 9 a.m. to 5 p.m. Mountain Time at (toll free) 1-877-453-4440. Please note that we are closed on all major holidays.

We hope you will enjoy the booking process for winter 2019, and we look forward to assisting you with all of your ownership needs.

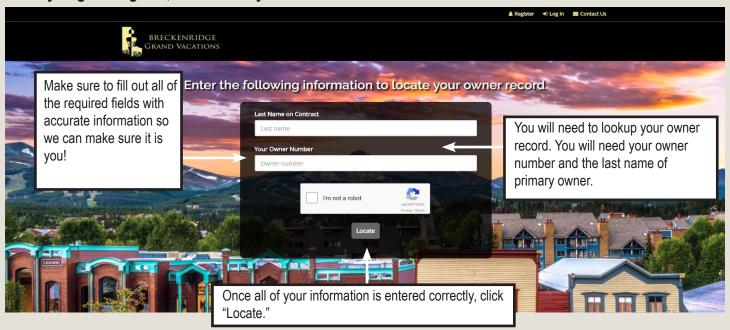
Sincerely,

The Breckenridge Grand Vacations Owner Relations Team

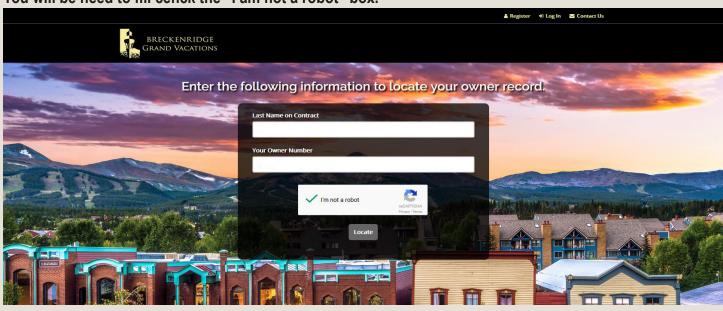
You will need to login to Grand Central at www.bgvgrandcentral.com:



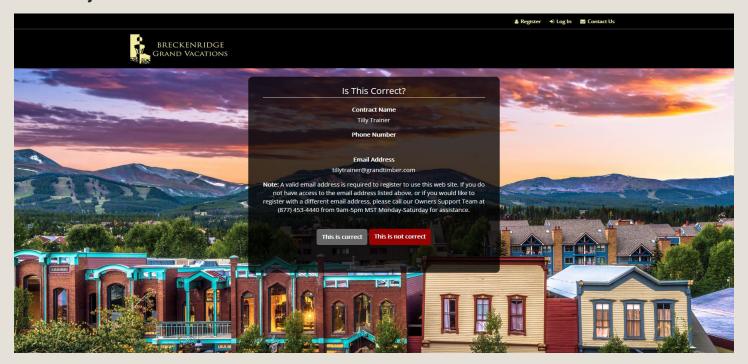
## When you go to register, this is what you will see:



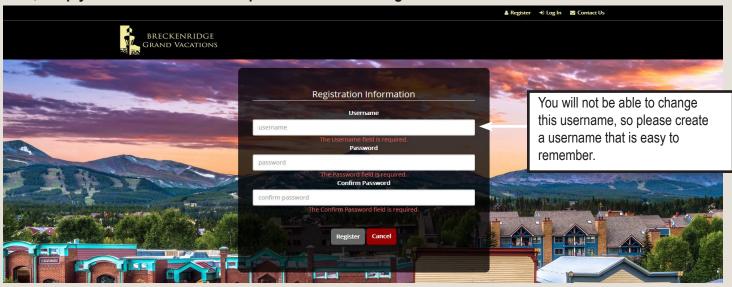
You will be need to fill cehck the "I am not a robot" box.



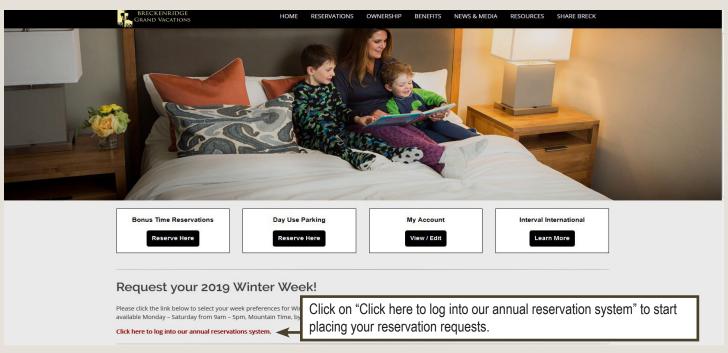
Make sure your information is correct and select "This is correct" to continue:



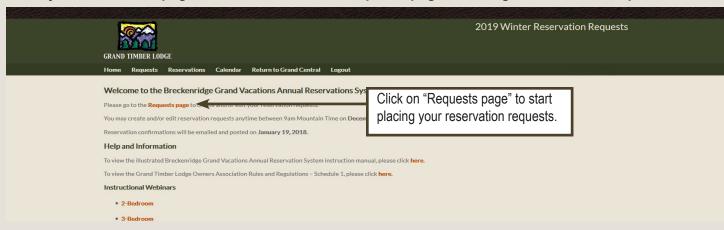
Next, simply create a username and password. Select "Register" to contuine:



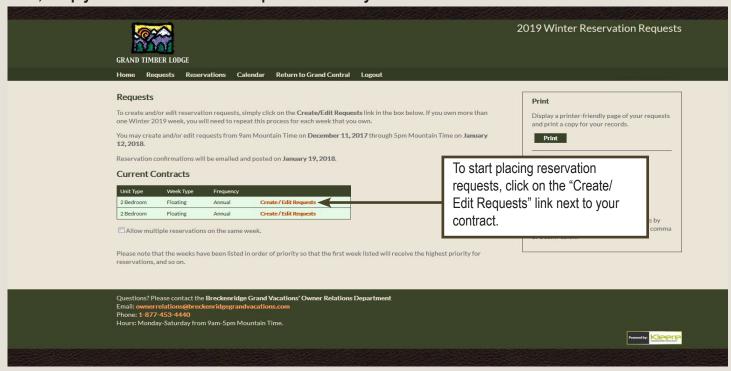
Starting on December 11, 2017, you can start placing reservation requests. Once you are logged in, you will see this page and should click on "Click here to log into our annual reservations system":



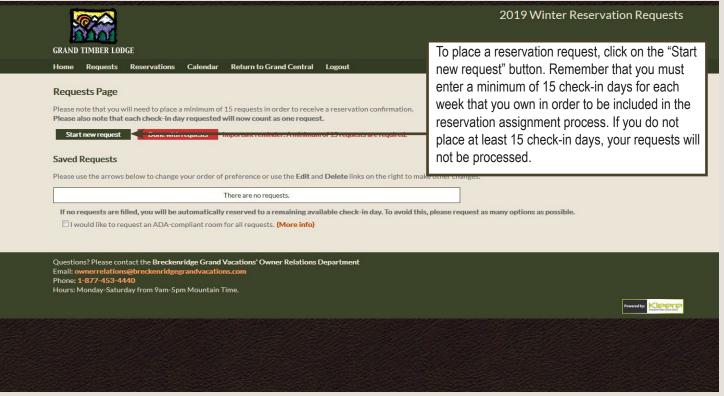
Next , you will see this page and should click on "Requests page" to being the reservations process:



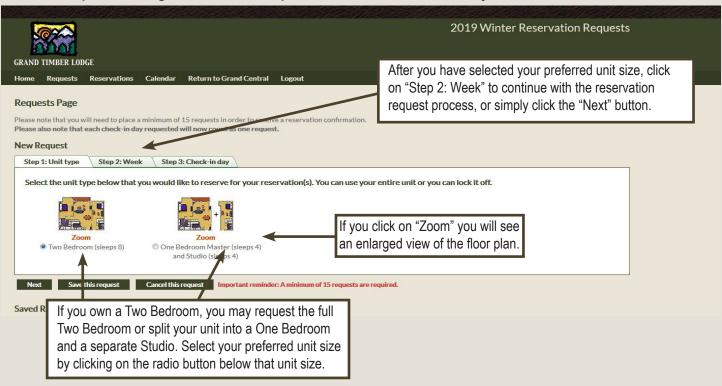
### Next, simply click on "Create/Edit Requests" next to your contract:



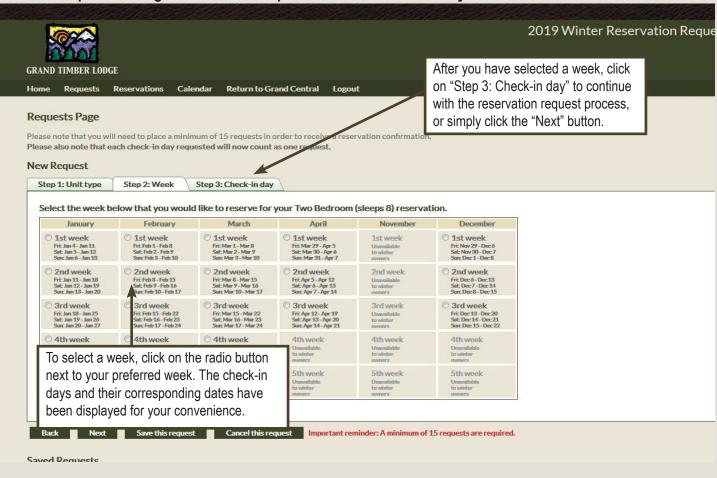
# Now click on the green "Start new request" button to start placing reservation requests:



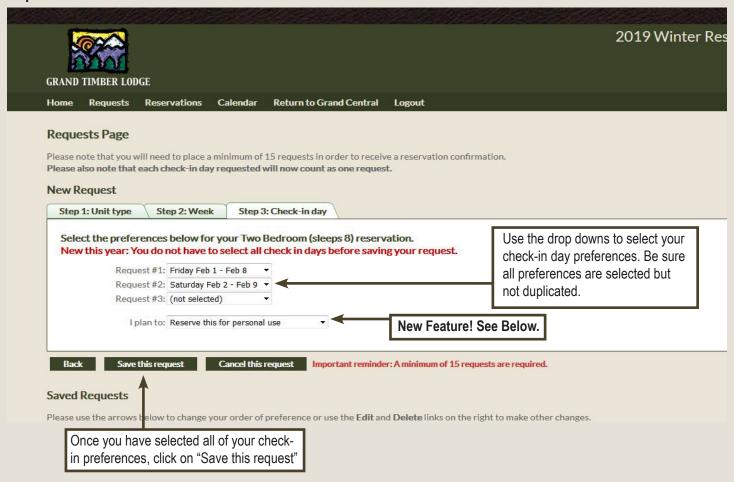
#### The first step in creating a reservation request is to select the unit size you would like to reserve:



#### The next step in creating a reservation request is to select the dates you would like to reserve:



The last step in creating a reservation request is to rank your preferred check-in days and then save your request:

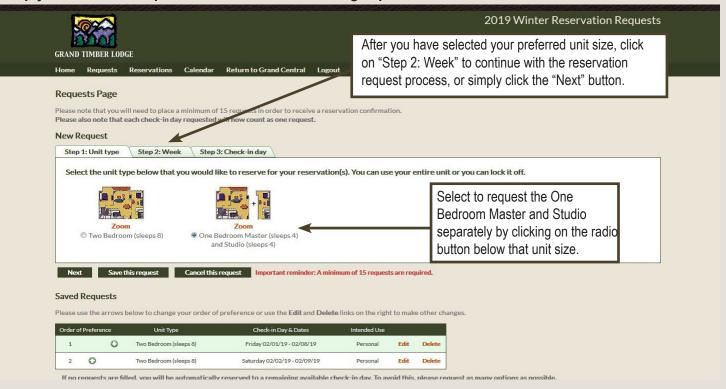


Our new "I plan to" feature will allow you to choose to either have your week booked for personal use, choose to have a rental contract e-mailed to you, or choose to have your week deposited with Interval International:

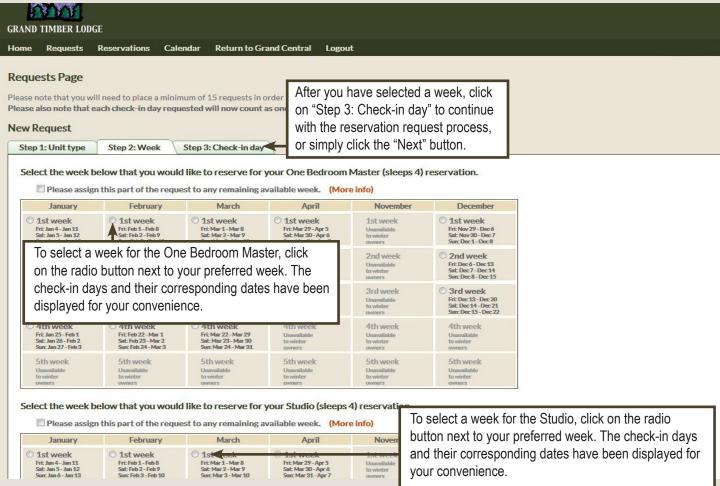


You have successfully completed a reservation request! Please repeat this process until you have created a minimum of 15 check-in day requests.

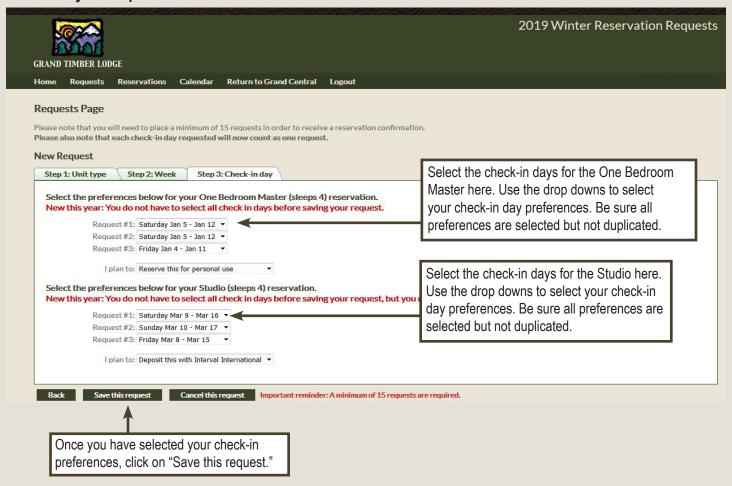
This second preference request example shows the lock-off scenario. If you wish to lock-off your unit, simply select the floor plan that shows the unit being separated:



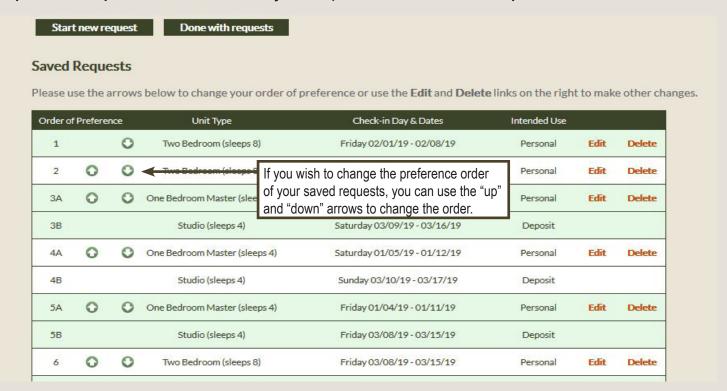
The next step in creating a reservation request is to select the dates you would like to reserve:



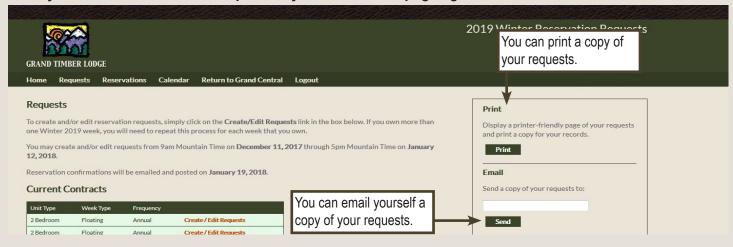
The last step in creating a reservation request is to rank your preferred check-in days for both units and then save your request:



Once you are done placing all of your reservation requests (remember, a minimum of 15 check-in day requests are required for each week that you own), select the "Done with requests" button:



## Once you click on "Done with Requests," you will see this page again:



You will receive a confirmation on January 19, 2018 if one of your reservation requests is assigned. You may also visit this website to view your confirmation on or after January 19, 2018.