

GRAND TIMBER LODGE

BRECKENRIDGE

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. MT on Monday, May 14, 2018 and 5 p.m. MT on Friday, June 1, 2018. Confirmations will be sent out on June 13, 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. MT 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 summer 2019, and we look forward to assisting you with all of your ownership needs.

Sincerely,

The Breckenridge Grand Vacations Owner Relations department

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

The screenshot shows the top navigation bar with links for Register, Log In, and Contact Us. The Breckenridge Grand Vacations logo is in the top left. The main heading reads "Welcome to Grand Central!". Below this is a login form with two columns: "Existing User Login" and "New to Grand Central?". The "Existing User Login" section has fields for Username (containing 't') and Password (containing '-'), a "Remember Me" checkbox, and a "Log In" button. The "New to Grand Central?" section has a "Register Now" button and a "Need help?" link with a "Log in help" sub-link. A white callout box on the right contains the text: "If this is the very first time you are using Grand Central you will need to set up your Username and Password by clicking here. If you have your Username and Password, you can login without registering again." A small photo credit "Photo by Jeff Andrew" is visible in the bottom left corner of the image area.

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

The screenshot shows the registration form with the heading "Enter the following information to locate your owner record." The form includes fields for "Last Name on Contract" (Last name) and "Your Owner Number" (Owner number). Below these fields is a CAPTCHA section with the text "I'm not a robot" and a "Locate" button. Three callout boxes provide instructions: the first on the left says "Make sure to fill out all of the required fields with accurate information so we can make sure it is you!"; the second on the right says "You will need to lookup your owner record. You will need your owner number and the last name of primary owner."; and the third at the bottom says "Once all of your information is entered correctly, click 'Locate.'" The top navigation bar and Breckenridge Grand Vacations logo are also visible.

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

Register Log In Contact Us

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GRAND VACATIONS

Enter the following information to locate your owner record.

Last Name on Contract

Your Owner Number

I'm not a robot 
reCAPTCHA
Privacy - Terms

Locate

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

Register Log In Contact Us

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GRAND VACATIONS

Is This Correct?

Contract Name
Tilly Trainer

Phone Number

Email Address
tillytrainer@grandtimber.com

Note: A valid email address is required to register to use this web site. If you do not have access to the email address listed above, or if you would like to register with a different email address, please call our Owners Support Team at (877) 453-4440 from 9am-5pm MST Monday-Saturday for assistance.

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

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 begin the reservations process:

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

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Requests

To create and/or edit reservation requests, simply click on the **Create/Edit Requests** link in the box below. If you own more than one Summer 2019 week, you will need to repeat this process for each week that you own.

You may create and/or edit requests from 9am Mountain Time on **May 14, 2018** through 5pm Mountain Time on **June 1, 2018**.

Reservation confirmations will be emailed and posted on **June 13, 2018**.

Current Contracts

| Contract # | Unit Type | Week Type | Frequency | |
|------------|-----------|-----------|-----------|--|
| 28391 | 2 Bedroom | Floating | Odd years | Create / Edit Requests |

Print
Display a printer-friendly page of your requests and print a copy for your records.
Print

To start placing reservation requests, click on the "Create/Edit Requests" link next to your contract.

Questions? Please contact the Breckenridge Grand Vacations' Owner Relations Department
Email: customerservice@breckgv.com
Phone: 1-877-453-4440
Hours: Monday-Saturday from 9am-5pm Mountain Time.

Powered by **Kleere**

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

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Requests Page

Please note that you will need to place a minimum of 15 requests in order to receive a reservation confirmation. Please also note that each check-in day requested will now count as one request.

Start new request Done with requests Important reminder: A minimum of 15 requests are required.

Saved Requests (Contract #28391)

Please use the arrows below to change your order of preference or use the **Edit** and **Delete** links on the right to make other changes.

There are no requests.

If no requests are filled, you will be automatically reserved to a remaining available check-in day. To avoid this, please request as many options as possible.

I would like to request an ADA-compliant room for all requests. [\(More info\)](#)

To place a reservation request, click on the "Start new request" button. Remember that you must enter a minimum of 15 check-in days for each week that you own in order to be included in the reservation assignment process. If you do not place at least 15 check-in days, your requests will not be processed.

Questions? Please contact the Breckenridge Grand Vacations' Owner Relations Department
Email: customerservice@breckgv.com
Phone: 1-877-453-4440
Hours: Monday-Saturday from 9am-5pm Mountain Time.

Powered by **Kleere**

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

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2019 Summer Reservation Requests

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Requests Page

Please note that you will need to place a minimum of 15 requests in order to receive a reservation confirmation. Please also note that each check-in day requested will now count as one request.

New Request

Step 1: Unit type | Step 2: Week | Step 3: Check-in day

Select the unit type below that you would like to reserve for your reservation(s). You can use your entire unit or you can lock it off.

Zoom
 Two Bedroom (sleeps 8)

Zoom
 One Bedroom Master (sleeps 4) and Studio (sleeps 4)

Next

Saved Requests

Please use the calendar to select your preferred dates. A minimum of 15 requests are required.

Please use the unit type dropdown to make other changes.

Annotations:

- After you have selected your preferred unit size, click on "Step 2: Week" to continue with the reservation request process, or simply click the "Next" button.
- If you click on "Zoom" you will see an enlarged view of the floor plan.
- If you own a Two Bedroom, you may request the full Two Bedroom or split your unit into a One Bedroom and a separate Studio. Select your preferred unit size by clicking on the radio button below that unit size.

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

GRAND TIMBER LODGE
2019 Summer Reservation Requests

Home Setup Calendar Edit profile Logout

Requests Page

Please note that you will need to place a minimum of 15 requests in order to receive a reservation confirmation. Please also note that each check-in day requested will now count as one request.

New Request

Step 1: Unit type | Step 2: Week | Step 3: Check-in day

Select the week below that you would like to reserve for your Two Bedroom (sleeps 8) reservation.

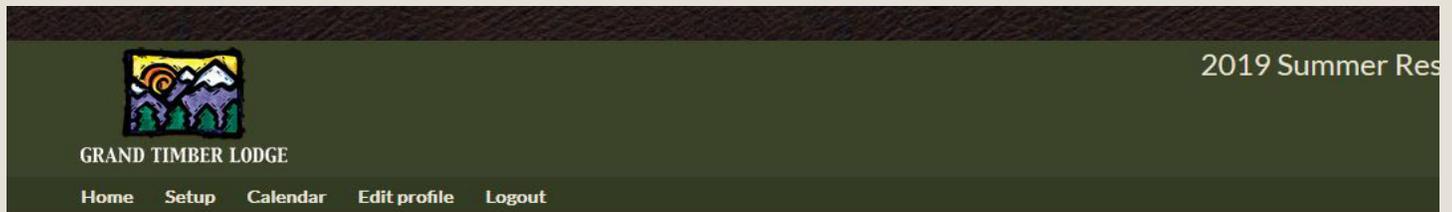
| May | June | July | August | September |
|--|--|--|--|--|
| 1st week Unavailable to summer owners | <input type="radio"/> 1st week Fri: May 31 - Jun 7 Sat: Jun 1 - Jun 8 Sun: Jun 2 - Jun 9 | <input checked="" type="radio"/> 1st week Fri: Jun 28 - Jul 5 Sat: Jun 29 - Jul 6 Sun: Jun 30 - Jul 7 | <input type="radio"/> 1st week Fri: Aug 2 - Aug 9 Sat: Aug 3 - Aug 10 Sun: Aug 4 - Aug 11 | <input type="radio"/> 1st week Fri: Aug 30 - Sep 6 Sat: Aug 31 - Sep 7 Sun: Sep 1 - Sep 8 |
| 2nd week Unavailable to summer owners | <input type="radio"/> 2nd week Fri: Jun 7 - Jun 14 Sat: Jun 8 - Jun 15 Sun: Jun 9 - Jun 16 | <input type="radio"/> 2nd week Fri: Jul 5 - Jul 12 Sat: Jul 6 - Jul 13 Sun: Jul 7 - Jul 14 | <input type="radio"/> 2nd week Fri: Aug 9 - Aug 16 Sat: Aug 10 - Aug 17 Sun: Aug 11 - Aug 18 | <input type="radio"/> 2nd week Fri: Sep 6 - Sep 13 Sat: Sep 7 - Sep 14 Sun: Sep 8 - Sep 15 |
| 3rd week Unavailable to summer owners | <input type="radio"/> 3rd week Fri: Jun 14 - Jun 21 Sat: Jun 15 - Jun 22 Sun: Jun 16 - Jun 23 | <input type="radio"/> 3rd week Fri: Jul 12 - Jul 19 Sat: Jul 13 - Jul 20 Sun: Jul 14 - Jul 21 | <input type="radio"/> 3rd week Fri: Aug 16 - Aug 23 Sat: Aug 17 - Aug 24 Sun: Aug 18 - Aug 25 | <input type="radio"/> 3rd week Fri: Sep 13 - Sep 20 Sat: Sep 14 - Sep 21 Sun: Sep 15 - Sep 22 |
| | | | 4th week Fri: Aug 23 - Aug 30 Sat: Aug 24 - Aug 31 Sun: Aug 25 - Sep 1 | <input type="radio"/> 4th week Fri: Sep 20 - Sep 27 Sat: Sep 21 - Sep 28 Sun: Sep 22 - Sep 29 |
| | | | | <input type="radio"/> 5th week Fri: Sep 27 - Oct 4 Sat: Sep 28 - Oct 5 Sun: Sep 29 - Oct 6 |

Back Next Save this request Cancel this request **Important reminder: A minimum of 15 requests are required.**

Annotation:

- To select a week, click on the radio button next to your preferred week. The check-in days and their corresponding dates have been displayed for your convenience.

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



Requests Page

Please note that you will need to place a minimum of 15 requests in order to receive a reservation confirmation.
Please also note that each check-in day requested will now count as one request.

New Request

Step 1: Unit type Step 2: Week Step 3: Check-in day

Select the preferences below for your Two Bedroom (sleeps 8) reservation.
New this year: You do not have to select all check in days before saving your request.

Request #1: Friday Jun 28 - Jul 5
Request #2: Saturday Jun 29 - Jul 6
Request #3: (not selected)

I plan to: Reserve this for personal use

Use the drop downs to select your check-in day preferences. Be sure all preferences are selected but not duplicated.

New Feature! See Below.

[Back](#) [Save this request](#) [Cancel this request](#) **Important reminder: A minimum of 15 requests are required.**

Saved Requests (Contract #28391)

Once you have selected all of your check-in preferences, click on "Save this request"

Our "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:

Step 1: Unit type Step 2: Week Step 3: Check-in day

Select the preferences below for your Two Bedroom (sleeps 8) reservation.
New this year: You do not have to select all check in days before saving your request.

Request #1: Friday Jun 28 - Jul 5
Request #2: Saturday Jun 29 - Jul 6
Request #3: (not selected)

I plan to: Reserve this for personal use

- Reserve this for personal use
- Place this in the rental program
- Deposit this with Interval International
- Unsure at this time

[Back](#) [Save this request](#) **Important reminder: A minimum of 15 requests are required.**

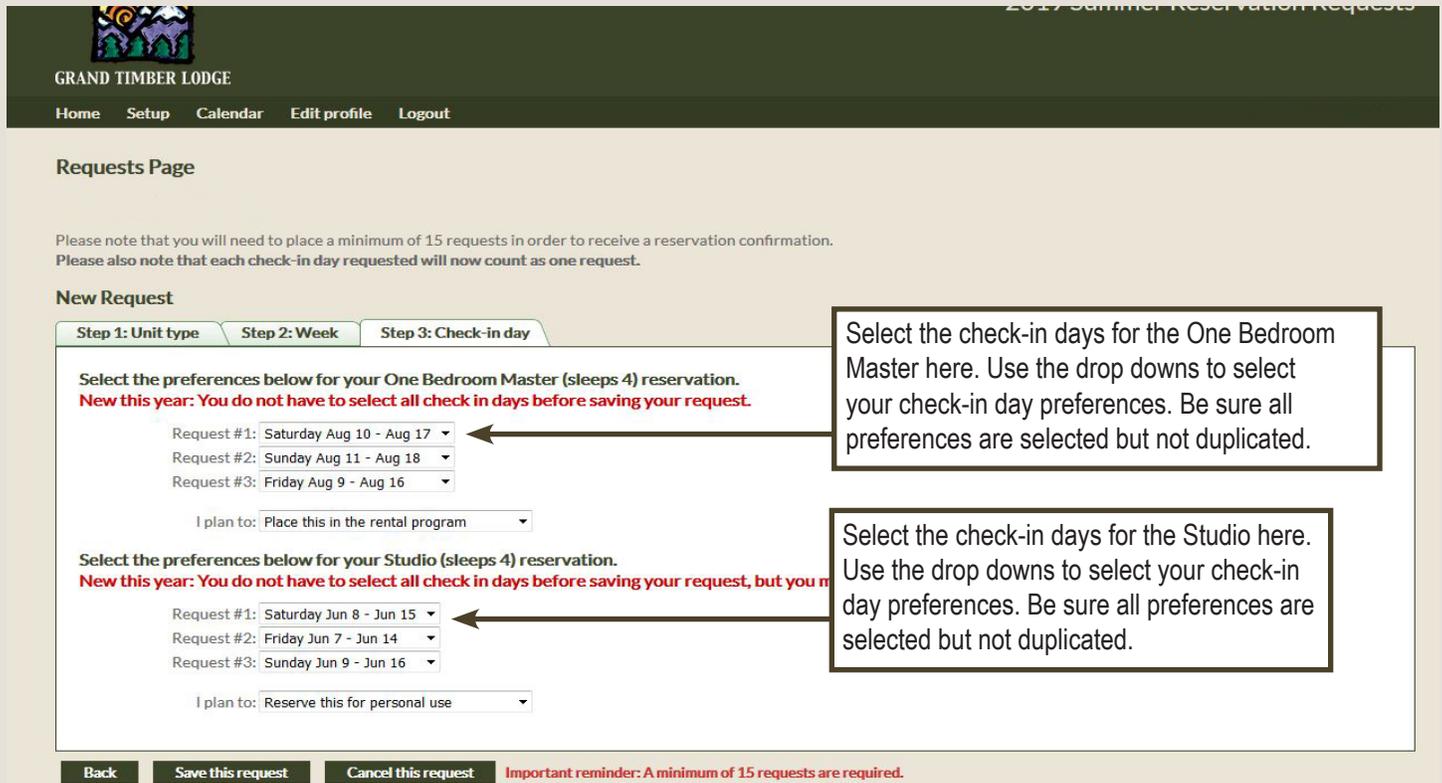
Saved Requests

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:



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Requests Page

Please note that you will need to place a minimum of 15 requests in order to receive a reservation confirmation.
Please also note that each check-in day requested will now count as one request.

New Request

Step 1: Unit type Step 2: Week Step 3: Check-in day

Select the preferences below for your One Bedroom Master (sleeps 4) reservation.
New this year: You do not have to select all check in days before saving your request.

Request #1: Saturday Aug 10 - Aug 17
Request #2: Sunday Aug 11 - Aug 18
Request #3: Friday Aug 9 - Aug 16

I plan to: Place this in the rental program

Select the preferences below for your Studio (sleeps 4) reservation.
New this year: You do not have to select all check in days before saving your request, but you must select at least one.

Request #1: Saturday Jun 8 - Jun 15
Request #2: Friday Jun 7 - Jun 14
Request #3: Sunday Jun 9 - Jun 16

I plan to: Reserve this for personal use

Back Save this request Cancel this request Important reminder: A minimum of 15 requests are required.

Select the check-in days for the One Bedroom Master here. Use the drop downs to select your check-in day preferences. Be sure all preferences are selected but not duplicated.

Select the check-in days for the Studio here. Use the drop downs to select your check-in day preferences. Be sure all preferences are selected but not duplicated.

Once you have selected your check-in preferences, click on "Save this 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:

Start new request Done with requests

Saved Requests (Contract #28391)

Please use the arrows below to change your order of preference or use the **Edit** and **Delete** links on the right to make other changes.

| Order of Preference | Unit Type | Check-in Day & Dates | Intended Use | | |
|---------------------|-------------------------------|------------------------------|--------------|------|--------|
| 1 | Two Bedroom (sleeps 6) | | Personal | Edit | Delete |
| 2 | Two Bedroom (sleeps 6) | | Personal | Edit | Delete |
| 3A | One Bedroom Master (sleeps 4) | Saturday 08/10/19 - 08/17/19 | Rental | Edit | Delete |
| 3B | Studio (sleeps 4) | Saturday 06/08/19 - 06/15/19 | Personal | | |
| 4A | One Bedroom Master (sleeps 4) | Sunday 08/11/19 - 08/18/19 | Rental | Edit | Delete |
| 4B | Studio (sleeps 4) | Friday 06/07/19 - 06/14/19 | Personal | | |
| 5A | One Bedroom Master (sleeps 4) | Friday 08/09/19 - 08/16/19 | Rental | Edit | Delete |
| 5B | Studio (sleeps 4) | Sunday 06/09/19 - 06/16/19 | Personal | | |

If you wish to change the preference order of your saved requests, you can use the "up" and "down" arrows to change the order.

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

The screenshot shows the "2019 Summer Reservation Requests" page for Grand Timber Lodge. At the top, there is a navigation menu with links for Home, Setup, Calendar, Edit profile, and Logout. Below the menu, the "Requests" section contains instructions on how to create and edit requests, noting that users with multiple weeks must repeat the process. A "Current Contracts" table is displayed, listing contract details. To the right of the table, there are two callout boxes: one pointing to a "Print" button and another pointing to a "Send" button. The "Print" callout states, "You can print a copy of your requests." The "Send" callout states, "You can email yourself a copy of your requests." The "Print" section includes a "Print" button and a description: "Display a printer-friendly page of your requests and print a copy for your records." The "Email" section includes a "Send" button, a text input field for an email address, and a description: "Send a copy of your requests to: [input field]". Below the "Send" button, it notes: "You can add more than one email address by separating email addresses with either a comma".

2019 Summer Reservation Requests

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Home Setup Calendar Edit profile Logout

Requests

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You may create and/or edit requests from 9am Mountain Time on **May 14, 2018** through 5pm Mountain Time on **June 1, 2018**.

Reservation confirmations will be emailed and posted on **June 13, 2018**.

Current Contracts

| Contract # | Unit Type | Week Type | Frequency | |
|------------|-----------|-----------|-----------|---------------------------|
| 28391 | 2 Bedroom | Floating | Odd years | Create/Ed |

You can print a copy of your requests.

You can email yourself a copy of your requests.

Print

Display a printer-friendly page of your requests and print a copy for your records.

Print

Email

Send a copy of your requests to:

Send

You can add more than one email address by separating email addresses with either a comma

You will receive a confirmation on June 13, 2018 if one of your reservation requests is assigned. You may also visit this website to view your confirmation on or after June 13, 2018.