



# *Villa Silvina* HOTEL & RESTAURANT

(FORMERLY VILLA LA MAJA HOTEL & RESTAURANT)

Operated by: E.S.CLEMENTE DEV'T & MANAGEMENT CORPORATION

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Warm Greetings from Villa Silvina Hotel and Restaurant!

Baguio City is still on MGCQ status and border protocols are still in place, however traveling to the City is possible provided you submit and follow procedures required before you are allowed entry to the City of Baguio.

1. Prior to travel, all persons are required to accomplish and submit via online the City's prescribed Health Declaration Form. Link below:
  - a. Go to [www.baguio.gov.ph](http://www.baguio.gov.ph)
  - b. Click "**Online Registration Form**" and register for an account.
  - c. Click "**Health Declaration Form**"
  - d. Click "**Submit**"
2. Prior to entry, a representative from the LGU of the City will contact you to the status of your request to enter the City.

Note: The number of persons allowed to enter the City is being regulated and screened by the City including your expected time arrival which should be **on or before 12:00 noon** of your scheduled date of arrival because the Central Triage Area closes at 3:00 in the afternoon

3. On your arrival, you will be asked to present the following documents at the City's Checkpoint located on all borders of the City.
  - a. Travel Pass from Origin City/Municipality approved by the Mayor.
  - b. Medical Certificate from the Health Office/Center of place of origin.
  - c. Purpose and proof of travel to the City is essential or emergency in nature.
  - d. Text Message/Email from the Representative of the City's representative indicating your approved/scheduled date of entry.
4. After travel documents are presented and assessed by the City's Checkpoint, you will be escorted to the **Central Triage** (located at St. Vincent's Gym, Barangay Campo Filipino, Naguilian Road, Baguio City) for registration, profiling, body temperature taking and health/risk assessment interview.
5. After assessment you will be issued a **Triage Certificate** if you have met all safety and health requirements. Depending on the results of your assessment if you fail to meet the requirements, you may not be allowed to proceed to your place of destination in the City and you will either be sent home or escorted by the City's Health Office representatives to Baguio Teachers Camp for a fourteen (14) day quarantine, or to the Baguio General Hospital for treatment.
6. Villa Silvina Hotel and Restaurant requires all guests entering its premises to comply with the following:
  - a. Present or show to our Guard on duty a copy of your **Approved Travel Pass** from Place of Origin, **Medical Certificate** from Health Office of Place of Origin and **Triage Certificate**.
  - b. A copy of the above mentioned documents shall be photocopied by our Staff for Contact Tracing and record keeping together with a duly accomplished **Health Declaration Form** by you.
  - c. All guests are required to subject themselves to a body temperature check, footwear disinfection and hand sanitizing at the Main Entrance and Common Areas of the Hotel.
  - d. Wear face mask at all times.
  - e. Practice Physical Distancing at all times.
7. Villa Silvina Hotel and Restaurant reserves the right not to accommodate anyone (even if there is a confirmed reservation) if he/she fails to comply with all the requirements of the Local Government of Baguio City and by the Villa Silvina Management.