



2011 Fact Sheet

Resort Location: Sunset Key Guest Cottages, A Westin Resort, is located on Sunset Key, a luxury island just 500 yards from Key West, Florida. Sunset Key is approximately 27 acres and contains a private residential community in addition to the resort. Cars are not permitted on the island. Transportation to and from Sunset Key is aboard our 24-hour launch service which docks at The Westin Key West Resort & Marina.

Accommodations: We offer 40 elegantly appointed one, two, three and four bedroom cottages. The cottages are designed in traditional Key West architecture and offer magnificent garden and ocean views. Gardenview cottages have views of the gardens and pool area. Oceanview cottages have limited ocean views from some area of the cottage. Oceanfront cottages have direct ocean views. All cottages have an equipped kitchen, living and dining areas and modern amenities including flatscreen televisions, radio/alarm clocks with iPod connections, complimentary wi-fi and CD players. Four bedroom cottages have their own private plunge pool and washer/dryer.

Meetings and Function Space: Cottage guests may utilize the meeting facilities offered at The Westin Key West Resort & Marina. Facilities include over 6,000 square feet of indoor function space and over 10,000 square feet of outdoor function space. We offer special group rates for bookings of 5 or more cottages. One bedroom cottages are not available for group reservations. Please contact our group sales office directly for more information (phone numbers are listed at the bottom of this page).

Services:

- **Launch Transportation:** We offer a 24-hour launch transportation service between Sunset Key and Key West. From 8:45 a.m. to 2:30 a.m. (the next morning) we offer two launches that run every half-hour from both The Westin Marina and from the Sunset Key Guest Dock. From 2:30 a.m. to 8:45 a.m. we offer one launch that runs on demand. A Transportation Schedule will be given to guests at time of check in.
- **Confirmation Letter:** A confirmation letter is e-mailed to cottage guests at time of booking as long as the guest chooses to opt-in to receive email marketing messages. The confirmation letter includes reservation information, deposit/cancellation policy, directions to the resort, concierge activities information, a grocery shopping list and a Guest Profile Form.
- **Grocery Shopping:** We offer a grocery shopping service to have a cottage pre-stocked with pre-selected items chosen by the guest. A shopping list will be mailed to the guest with a confirmation letter. A shopping list is also available in the cottage. We request that we have 48 hours notice to fulfill all orders. Special requests are welcome and our staff will notify the guest if an item cannot be obtained.
- **Breakfast Basket:** We deliver a complimentary breakfast basket and newspaper to the cottage porch each morning. The breakfast basket consists of freshly baked muffins and other bakery specialties. At turndown the night before, complimentary orange juice will be placed in the cottage refrigerator for guests to enjoy with the breakfast basket.

- **Concierge:** There is a concierge office located on the island, and it is staffed from 7:00 a.m. to 9:30 p.m. daily. The concierge can make arrangements for water activities, transportation services, golfing, city tours, restaurant reservations and more. Please contact the concierge for more information (the phone number is listed at the bottom of this page). There is a Resort Ambassador on property at all times to assist with any guest requests.
- **Sunset Key Gift Shop:** The Sunset Key Gift Shop carries upscale clothing, shoes, accessories, beach necessities, gift items and much more. Hours are 8:20 a.m. to 10:00 p.m. daily.
- **Latitudes:** Latitudes, our restaurant at Sunset Key, offers both indoor and al fresco beachfront dining overlooking the Gulf of Mexico. Latitudes' cuisine is flavored with Caribbean accents and is open for breakfast, lunch, and dinner. Latitudes also offers a small plates menu. In-room service is available. Hours are from 7:00 a.m. to 10:00 p.m. Sunday through Thursday and to 11:00 p.m. Friday and Saturday. Attire for breakfast and lunch is casual; shirts and shoes are required. Attire for dinner is "country club casual," collared or dress v-neck shirts and dress shorts are acceptable. Tank tops and/or cover-ups are not allowed for dinner. Advance reservations are highly recommended for cottage guests, especially during holidays and special event periods. Special arrangements can be made for large groups.
- **Flippers Pool Bar:** Flippers Pool Bar offers tropical libations and food items from Latitudes for those enjoying the pool area. Hours are from 11:00 a.m. to 5:00 p.m. daily.

Recreation: Key West offers watersports activities, an 18-hole golf course, museums, theaters, shopping and restaurants. Our concierge will be able to assist with scheduling all recreational activities.

Sunset Key offers The Spa at Sunset Key, fitness room, two tennis courts, white sandy beach, zero-degree entry pool, two whirlpools, and check-out service for books, movies, CD's and board games. Beach shoes are recommended as there are coral rocks on the beach as you start walking into the water. Future recreational activities include a spa facility (call the resort directly for updates).

In addition to the recreation offered at Sunset Key, cottage guests can utilize all of the services offered at The Westin Key West Resort & Marina, such as the 37-slip marina.

Reservations: Reservations: (888) 477-7SUN (786) or 866-837-4249.

Reservation Requirements: Cottage guests must be over 25 years of age, unless accompanied by an adult.

Deposit/Cancellation Policy: Please verify at time of booking for your specific deposit and cancellation requirements.

Minimum Stay Requirements: A minimum stay of two or more nights may apply during special events, holidays and high demand time frames.

Tax: A 12.5% State Tax is assessed to all cottage charges.

Extra Person Charge: A \$75.00 extra person charge will apply to the third adult (over 18 years of age) in a one bedroom cottage. No extra person charge for children 18 years and under when sharing same cottage as an adult, using existing bedding.

Maximum Occupancy Per Cottage: The maximum number of people per cottage are as follows: One bedroom cottages up to 3 persons, two bedroom cottages up to 5 persons, three bedroom cottages up to 7 persons and four bedroom cottages up to 10 persons. Maximum occupancy still applies when party includes children.

Transportation: Sunset Key is located about 10 minutes from Key West International Airport, about 1 hour from Marathon Airport and about 3 1/2 hours from Miami International Airport.

- **If arriving by car**, valet service and self parking are available at The Westin Key West Resort & Marina parking garage.
- **If flying into Key West International Airport, the following transportation services are available:**
 - 1.) Florida Keys Group Transportation offers 24-hour luxury van service for large groups and sedan service for smaller groups. Florida Keys Group Transportation will pick up and drop off anywhere in Key West, including the Key West International Airport. Limousine arrangements can be made with 48 hours notice. For individual or group reservations, please contact the island concierge directly. Phone number is listed at the bottom of this page.
 - 2.) Taxi Cabs are readily available at the Key West International Airport.
 - 3.) Limousine transportation is available from Ft. Lauderdale and Miami Airports, please call our island concierge directly for more information.
- **If flying into a South Florida Airport**, we can coordinate for private air service from several South Florida airports to Key West. Please call the island concierge for more information and for reservations (phone number is listed at the bottom of this page).
- **If arriving by boat**, cottage guests are able to dock at The Westin Key West Marina. The Westin offers a 37-slip marina that can accommodate motor yachts from 25-200 feet. Electric and water hookups are available at each slip. Please contact the Marina Dock Master for availability and fees (the phone number is listed at the bottom of this page).

Check-In Procedures: Standard Check-In time is 4:00 p.m. All guests check-in at The Westin Key West Resort & Marina front desk reception area. Guests and their luggage will be escorted to the launch for the 10-minute ride to Sunset Key. The launch departs the Westin Marina at forty-five minutes past the hour (i.e., 3:45 p.m., 4:45 p.m., 5:45 p.m., etc.). To ensure a quicker check-in, we recommend that an estimated arrival time be given at time of booking reservation. At Sunset Key, an island representative will be waiting to greet the guest(s) and to take them to their cottage.

Check-Out Procedures: Standard Check-Out time is at 11:00 a.m. In order to ensure a quicker check-out, we recommend guests call the concierge with their estimated check-out time the night before their departure date. A bellman will take the luggage and guests to the dock for departure. The launch departs Sunset Key at the top and bottom of every hour (i.e., 9:00 a.m., 9:30 a.m., 10:00 a.m. and so on).

Early Check-Out: Guests checking out prior to their scheduled departure date will be charged for the entire stay originally booked.

Extended Check-Out: On day of departure, please contact the concierge for availability on an extended check-out time and applicable charges.

Pets: Pets are not allowed at the resort. Dogs under 40 pounds are allowed at The Westin Key West Resort & Marina.

Sunset Key Residential:

The residential community at Sunset Key offers homes and home sites ranging from \$1.45 million to over \$6 million depending on the size and location. The architectural style of the homes is Key West Victorian. Choose from a variety of models and floor plans or do a custom design. The largest are the waterfront homes. Interior home sites are slightly smaller, but may be combined to suit individual needs. Interior Overlook homes feature covered third floor 360° observatories, perfect for sunset entertaining and spectacular ocean views. For more information, please visit www.westinsunsetkeycottages.com or contact Bob Cardenas, Broker/General Manager, Sunset Key Development at 305.296.7700 or at BobCardenas@bellsouth.net

Website Addresses:

westin.com/sunsetkey (for Sunset Key Guest Cottages, A Westin Resort)
westinsunsetkeycottages.com (includes residential)
facebook.com/SunsetKey (Sunset Key’s Facebook page)
twitter.com/SunsetKeyWestin (Sunset Key’s Twitter page)
greatresortweddings.com (Sunset Key Guest Cottages listed under Westin Key West Resort)
westin.com/keywest (for the Westin Key West Resort & Marina)

Email Addresses:

Concierge	ssk.concierge@westinkeywestresort.com
Generic Information	info@westinkeywestresort.com
Group Sales Office (bookings of 5 or more cottages)	sales@westinkeywestresort.com
Marketing Manager	Shannon.Kennedy@westinkeywestresort.com
Resort Manager	Justin.Earle@westinkeywestresort.com
Sunset Key Residential	BobCardenas@bellsouth.net
The Westin Key West Resort & Marina (generic)	info@westinkeywestresort.com

Important Phone Numbers:

Sunset Key Guest Cottages, A Westin Resort - Toll Free Reservations	866.837.4249		
Sunset Key Guest Cottages, A Westin Resort - In-House Reservations	305.292.5300,	Toll	Free
1.888.477.7786			
Sunset Key Concierge	305.292.5390, Fax: 305.292.5395		
Group Sales Office (bookings of 5 or more cottages)	305.292.4360, Fax: 305.292.4387		
Latitudes	305.292.5394, Fax: 305.292.5395		
The Spa at Sunset Key	305.292.5370. Fax 305.292.5380		
Marketing Manager	305.292.4361, Fax: 305.294.4387		
Resort Manager	305.292.5331, Fax: 305.292.5395		
Sunset Key Development/Residential	305.296.7700, Fax: 305.296.7160		
The Westin Key West Resort & Marina	305.294.4000, Fax: 305.294.4086		
The Westin Key West Marina Dock Master	305.294.4000, ext.7575, Fax: 305.292.4346		

All above information may change without notice.