

Check-in and Check-out Procedures



Guests may check in any time after 4 p.m. on the scheduled check-in date at the Mountainside Villas Welcome Center during normal office hours. Check-out time is 10 a.m. on the scheduled departure date.

In the event of an after hours late check-in, proceed to the Woodstone Meadows com-

plex to pick up your key and visit the MVOA building the following morning to complete the check-in process.

Normal Business Hours are Monday to Thursday from 8:00 a.m. to 6:00 p.m. and Friday to Sunday from 7:00 a.m. to 11:00 p.m.

Mountainside Villas requires that you provide a valid Visa or Master Card for lost keys or damage to the unit.

If you will be sending friends in your place or who may arrive ahead of you, written permission must be received in our office prior to their arrival before a key to your unit may be given out.

Click here for Key Release Form: [Key Release](#)

Fax Form to 540-289-9072

or mail

MVOA

P.O. Box 1351 Harrisonburg, VA 22803