

## Rental Agreement- Sally's Garden Cottage

1. **CHECK-IN TIME**- is after 3 p.m. Pacific Time, and check-out is 11 a.m. Pacific Time.
2. **FEES**- The total rental fee is comprised of the room rate plus \$110 cleaning fee and a 12% lodging tax. We also ask for a reservation /damage deposit of \$300, which is fully refundable following a rental assuming the unit is left in proper condition. (See details under Return of Damage Deposit.)
3. **PAYMENTS**- For reservations less than 60 days before arrival, all fees plus the reservation /damage deposit are due at time of reservation. For arrival dates more than 60 days in advance, guests may break the amount into two payments upon request, in which case the damage/reservation deposit will always be included as part of the first payment. The reservation deposit is non-refundable.
4. **FORMS OF PAYMENT**- We accept credit or debit card transactions via PayPal (account not necessary) or VRBO web site. We also accept cash, checks or money orders (payable to Sally's Garden Cottage) for payments due two or more weeks in advance.
5. **CANCELLATIONS**- A 60-day notice is required for cancellation. Cancellations made more than 60 days prior to the arrival date will be entitled to a refund of the total rental fee less a \$100 non-refundable reservation deposit. Cancellations or changes that result in a shortened stay, or made within two to four weeks of the arrival date, will result in forfeiture of 50% of the total rental fees, and the reservation deposit. Early departure, and cancellations less than two weeks before the arrival date, do not warrant any refund of rent or deposit. If management is able to rent the unit for that period, then the 50% refund rule will apply.
6. **OCCUPANCY**- Rates are quoted for four-person occupancy, and the maximum number of registered guests is limited to 6 persons. An additional charge of \$25 per person per night for guests in addition to 4 will be assessed. Failure to report additional guests shall constitute falsified reservations and can result in loss of deposit and/or eviction. At no time may the total number of persons inside the unit exceed 12 people under any circumstances (i.e. entertaining visitors).
7. **NO DAILY MAID SERVICE**- While linens and bath towels are provided, daily maid service is not included. For stays beyond 7 nights, an additional professional full cleaning service is available upon request, subject to a cleaning fee of \$110. Professional cleaning may be required at intervals for longer stays and, if so, will be specified as part of your rental agreement terms. Clean linens are available in the unit at no additional charge if you wish to change them between scheduled cleanings, and additional towels are always available in the unit and/or upon request.
8. **SMOKING**- This is a non-smoking unit. Smoking is permitted outdoors in the back yard area but not inside the unit. If you smoke, please use the ash tray provided in the back yard seating area. Smoking inside the unit will result in automatic forfeiture of the damage deposit and, if applicable, all additional costs for professional cleaning and deodorizing.
9. **PETS**- Pets are not permitted in the rental unit under any conditions.
10. **AGE**- We will not rent to individuals under 21 years of age unless accompanied by an adult guardian or parent.

11. **FALSIFIED RESERVATIONS-** Any reservation obtained under false pretense will be subject to forfeiture of advance payment, deposit and/or rental money, and the party will not be permitted to check-in. This applies to additional guests not reported prior to your stay.
12. **PARKING-** Parking is available off street in the driveway as well as curbside adjacent to the house.
13. **BARBECUE GRILL-** Use of gas barbecue grill is at your own risk. No children under the age of 16 are permitted to operate this appliance under any conditions.
14. **LIABILITY-** You agree that all property stored in or on the premises is at your own risk. Management does not assume any liability for your personal property, including vehicles.
15. **GUEST INSTRUCTIONS-** You agree to read the guest instructions provided immediately upon checking into the unit so you understand and can follow proper procedures for inhabiting the unit and using appliances, systems, etc. You also understand that failure to read or follow these instructions can result in inconvenience to you and/or property damage for which you may be held responsible.
16. **DAMAGES-** You agree to be responsible for all damages that result from your use of the property, whether intentionally inflicted or not. Should damages exceed the \$300 damage deposit, you agree to reimburse us upon receipt of an itemized invoice. Examples include smoke remediation if the no-smoking policy was violated, flushing feminine sanitary products that lead to a plumbing emergency, damaged or missing property, etc.
17. **RETURN OF DAMAGE DEPOSIT-** We will refund your damage deposit—typically within 48 hours following checkout and cleaning—via electronic credit to your account or check provided:
  - a. No charges are incurred due to pets, collection of rents or services rendered during the stay or the need for excessive cleaning. Smoking in the unit will result in an automatic forfeiture of the damage deposit and possibly additional charges.
  - b. All keys are returned and the unit is left locked.
  - c. All charges accrued during the stay are paid prior to departure, and occupancy conditions are honored.
  - d. The early check-in or late check-out policy was not violated.
  - e. The renter was not evicted because of unruly or lawless behavior.
  - f. All dishes and kitchenware were properly cleaned upon check-out. (Otherwise an additional \$25 dish cleaning fee will be deducted from your deposit.)

**Your affirmative response to a message or email with this information and/or your initial payment constitutes your acceptance of all terms and conditions of this agreement.**