

Vacation Rental Agreement and Terms Hanalei Bay Villa 23

!! Sample Agreement for Review of Terms Only, Actual Agreement will be sent during the booking process and needs to be signed and returned !!

Thank you for your reservation and payment. Please complete the requested information below. Sign and return a copy of this Vacation Rental Agreement within five (5) days via email. If fax or mail is preferred, it will be provided. The full balance is due ninety (90) days prior to your arrival. The payments can be made via VRBO using Visa/MC/Discover/e-check, paypal provided on request or directly via personal check. Please be advised that vrbo charges a service fee for reservations and payments done thru them.

Payment Schedule: 25% at reservation 75% 90 days before arrival.

Hawaii State taxes: Rental rates are subject to General Excise Tax and TAT (transient Accommodation tax) of 14.42 %.

Cancellations and refunds: You have the right to cancel with 90 days written notice. Your deposit will be refunded minus a \$100 processing fee. Cancellations within 90 days of arrival will result in forfeiture of full rent and taxes. The damage deposit if elected when making the reservation instead of damage protection insurance will be refunded. If the villa is rebooked when you cancel within 90 days of arrival, we will return the reserved nights.

Security Deposit: If you elect the \$350 security deposit versus the damage insurance protection, that will be refunded as soon as possible if no damage has occurred to the villa and its contents besides the usual wear and tear, no additional guests have stayed unless agreed in writing by the owner, the key is in the lock box. The owner has to hear from the cleaning staff before the security deposit is returned.

Maximum Occupancy: (4 persons only) An additional charge of \$100 per day per person, per night will be assessed and charged if the owner or the owner representative discovers that more than 4 Guests have occupied the property. There is an onsite manager on the property.

Condition of the property upon arrival: Should the Guest discover any deficiencies in the cleanliness of the property or non-functioning appliances, the owner should be notified within 24 hrs from the Check in. We make every effort to correct such deficiencies. The property is provided with a phone with free calls within US and Canada, free Wi-Fi, cable television, and beach gear. All efforts are made to keep the amenities listed on the website, however sometimes one item needs to be replaced.

Condition of the property at departure: The furniture and any decorative elements cannot be re-arranged. If excessive clean up is required, additional housekeeping services will be charged by the cleaning team and deducted from the security deposit.

Parking: There is one parking space assigned to the villa with #23 marked. If there is a need for additional parking spaces, please contact the owner. There may be an HOA fee for additional parking.

Key: The key is located in the key box outside of the entrance door. The key box code

is sent to the guest after the final payment is made. The key is left in the key box at the departure. If you have lost the key, please contact the owner to obtain another key. The island representative will charge the guests \$50 for replacing keys.

House Rules: The villa is part of an HOA of individual homes. Loud noise is not allowed between 10 pm and 8 am. There is no smoking allowed in the house or on the lanais. Hanging towels on banisters and lanais is not permitted by HOA rules.

This Rental Agreement is made as of ____ / ____ / ____ between owners of HBV#23 and the guest (s), jointly and severally, the premises described below for the following terms and upon the standard conditions which are attached hereto and incorporated herein.

Description Of Premises:

Hanalei Bay Villa 23 Address 5451 Ka Haku Rd.

Princeville HI 96722 Stand Alone Property, No Shared walls

On island representative: OFRSI (808) 826-6585 / (808) 639-1930/but contact us for any problems 6614122050

Non-Smoking Bedrooms 2 - Baths: 2 ½

No Pets. This is a private home.No shoes in the house per Hawaiian tradition.

Terms: Check in is at 3pm and check out by 10am HST. A late check-out is permitted with advance notice and space available, at a rate of one-half day's rental plus tax. An early check in is allowed for no additional charge if cleared with the owner.

Please list names of all guests below (plus age, if less than 21):

- 1 _____
- 2 _____
- 3 _____
- 4 _____

PLEASE PROVIDE A CELL PH NUMBER WE CAN REACH YOU IN CASE OF EMERGENCIES WHILE ON ISLAND :

AGREED AND ACCEPTED:

Guest: _____ Date: _____

Credit Card Authorization Form

Please complete this form even if paying by check/cash or wire transfer. A credit card is kept on file, however no charges will be made without notice.

Guest hereby provides the credit card information and authorizes Owner to keep the credit card information on file and further authorizes the Owner to charge the credit card

for the following:

1. Balances due if Owner does not receive written cancellation or full payment by the "Final Balance Due Date" usually 90 days prior to commencement of the rental term (see attached Vacation Rental Agreement)
2. Any damages or extra cleaning needed, including but not limited to: Costs of cleaning beyond the normal out clean fee; excessive sand in the home; excessive trash; excessive dirty laundry; replacement of lost or broken items, including keys and beach accessories (such as umbrellas, towels, boogie boards, snorkel equipment, etc.); soiled sheets, towels, carpets or furniture; long distance phone charges; lost or broken internet modems or cables; rearranging of moved furniture; and charges related to extended stays including unapproved late check-outs if not covered by damage deposit

Type of card (Please Circle) VISA MasterCard Discover Card

Name on Card _____

Card Number _____

Card Expiration _____

V-Code _____ (3 or 4 digit code located on back or front of card)

Billing Address: _____

City: _____ State: _____ Zip: _____

Signature: _____ Date: _____

Departure Checklist:

- Dispose of any unused food and place all the trash bags and recycling in the community bin, our trash bin is marked #23
- Wash sand off of any used umbrellas and beach chairs and place under the outside stairs and bins and in the kitchen closet.
- Place all soiled dishes, pots, utensils, etc. in the dishwasher.
- Start a load of laundry with the beach towels in cold water. Bed linens and bath towels are washed off the premises.
- Turn off all lights, fans, TVs, water heater, close windows and lock all doors.
- **Return key to the lock box.**

Thank you and have a safe trip home !