

La Casita Rental Policy

RESPONSIBILITY OF RENTER: The person whose name the reservation is in is required to stay at the property for the duration of the stay, and accepts full responsibility for the actions of all persons on the premises during the stay. Failure to honor this requirement will result in a loss of your security deposit & eviction without refund.

PAYMENTS: A 50% reservation deposit is required to secure your dates. La Casita accepts payments by Personal Check. We are unable to guarantee a hold on any reservation without payment. Upon receipt of your payment, La Casita will send you a confirmation letter. Please verify your information for accuracy, sign in the space provided and return the signed copy with your final payment. Final payment, including taxes, fees and security deposit is due 30 days prior to your arrival. Upon receipt of your final payment, La Casita will send you a final confirmation showing you are paid in full and will give you detailed check-in instructions and directions.

CANCELLATIONS: Cancellations made with at least 60 days notice will receive a 100% refund of all monies received, less \$ 100.00. Cancellations made with at least 30 days notice will receive a 50% refund. Cancellations made with less than 30 days notice will not receive a refund unless we are able to re-rent the property. The re-rented portion will be refunded less a \$150.00 property administration fee. To protect yourself from unforeseen circumstances, please contact your personal insurance agent and inquire about travel insurance.

SECURITY DEPOSIT: A security deposit of \$250 is necessary for each reservation. Security deposits are refunded by mail within 15 days of your departure providing there are no damages, excessive cleaning charges, or disregarded policies. The security deposit is due upon arrival, payable by separate check, made payable to :ROBIN LANGER

PROTECT YOUR SECURITY DEPOSIT: Upon your departure the property is inspected and prepared for the next guest. Please be sure to return furnishings and home accessories to their original location, have all dishes washed, clean the grill and dispose of trash in the provided container.

OCCUPANCY: Properties may only be used by the number of adults and children specified on your confirmation letter. No more than two times the maximum occupancy are allowed on the property during the day. No more than the maximum occupancy is allowed overnight. Parties or gatherings must be disclosed to La Casita at the time you make your reservation, require written approval, and will require an additional fee and security deposit. Failure to honor this requirement will result in a loss of your security deposit & eviction without refund.

PARKING: Parking for two cars is provided in the driveway. Please do not park on the grass in the back yard. Parking in the front of the house is not guaranteed.

CHECK-IN: Check-in time is between 3:00 PM and 6:00 PM EST at La Casita. A

representative will meet you at the property to provide you with keys and an orientation to the property. For arrivals outside of these hours, please make special arrangements with us in advance.

CHECK-OUT: Check-out time is 10:00 AM. Check-out by giving us a call, leaving your keys and comment card in the home and lock the door behind you. Please respect this-- we need to prepare the property for the next guest. Late check-outs will be charged \$100.00 for each hour after 10AM, to be taken from your security deposit.

TELEPHONES/INTERNET: La Casita does not have a phone. It does have wireless internet. Log in information will be provided upon arrival.

REPAIRS: Every effort will be made to keep appliances, etc. in good repair. Should maintenance be necessary, we will attempt required repairs as soon as possible after being notified of the problem. We cannot guarantee air conditioners, televisions, appliances, and no refund or rate adjustment will be made for mechanical failure.

KEYS / LOCKOUT CHARGE: A \$50 lock-out fee will be charged during the hours the rental office is closed, payable at time of re-entry. Lost / non-returned keys will be charged at \$50.00 per key.

HOUSEKEEPING: Prior to your arrival, your accommodations are cleaned and set up with paper products and some cleaning supplies. Please remember to bring your own beach towels. Towels, and sheets. La Casita has on-site laundry facilities. Please maintain the property in a clean and sanitary condition at all times. Additional housekeeping services can be arranged for an additional fee and should be requested a minimum of 72 hours in advance.

PETS: No pets are allowed inside La Casita. Violators are subject to eviction without refund & forfeiture of their security deposit.

SMOKING: This is a non-smoking property. If you must smoke, please do so outside and dispose of smoking remnants responsibly. Failure to honor this request will result in security deposit charges and possible eviction without refund & forfeiture of their security deposit.

RIGHT OF ENTRY: La Casita's authorized agents may need to enter the property for the purpose of inspection, maintenance, or real estate showing. Our best efforts will be made to prevent any inconvenience or disruption of your vacation.

RESPONSIBILITY: Prices, property and other specifications are subject to change without notice. In the event that La Casita becomes unavailable or uninhabitable due to circumstances beyond the control of its owners or representatives, a refund will be offered. La Casita's property owners and authorized representatives shall be held harmless and be indemnified from any claim, loss, expense, damage or injury resulting from guest's use or occupancy of the property. La Casita will not assume responsibility

for loss, delay or expense caused by weather, strike or other circumstances beyond the control of La Casita.

TAXES: All rentals require an additional 6% State of Michigan sales tax and 2% Saugatuck Convention and Visitors Bureau tax.