

**Hacienda Guest House LLC & Casabela Guest House
Rental Agreement
& Confirmation Form**

PARTIES: The parties to this agreement are Hacienda/Casabela herein called

Owner, and names of all guests _____
_____ herein called Tenants.

DESCRIPTION OF PREMISES: The Owner hereby rents to Tenants and Tenants hire from Owner on the terms and conditions hereinafter set forth those premises commonly known and referred to as "The Hacienda/Casabela" for use and occupancy as a vacation residence for aforesaid individuals only.

TERMS: This agreement shall commence at 3:00 p.m. _____ and end at 11 a.m. _____. The total rental charge is \$ _____, plus tax & cleaning fee. The rental charge is to be paid in FULL at time of booking. Confirmation and directions will be mailed or faxed upon receipt of payment. (Additional guests will cost an additional \$100 per guest, per day + tax)

CHECK IN/CHECK OUT TIME: Check In Time is from **3:00 PM to 6:00 PM** and Check Out Time Is Before **11:00 AM** (late check-ins are subject to an extra charge)

USE: The premises are rented to the Tenants for vacation residential purposes only. No other persons may occupy the premises without the written consent of Owner. Tenants must be adults only. The number of occupants and guests shall not exceed the number of paying guests. Please be advised that the Hacienda/Casabela does not allow smoking, pets, or limos or taxis on the property. (Gate code is private and for guests only)

SECURITY DEPOSIT: Tenants credit card # will be held as a security deposit for the Tenants faithful performance of the provisions of this agreement. Tenants hereby agree that their credit card may be used to pay for any damages to the property/residence. Tenants agree to pay for ANY and ALL damages that may occur during the rental period as stated on the confirmation form.

HOLD HARMLESS AND WAIVER: Tenants shall indemnify and hold harmless Hacienda/Casabela and Leigh Milleur from and against any and all claims arising from the Tenants' use of the premises and any and all amenities on the property available to Tenants, including damages, costs, attorney fees, expenses and liabilities incurred in the defense of any claim or action proceedings arising therefrom. Tenants hereby assume all risk of damage to property, including household furniture and goods, lost or damaged items, or injury to person's in or about the premises from any cause, and Tenant's family, servants, guests and visitors (with permission of Owner). Each provision of this agreement shall be deemed both a covenant and a condition. The terms, conditions and covenants of this agreement shall be binding upon and shall inure to the benefit of each of the parties hereto, their heirs, personal representatives, successors and assigns.

CANCELLATION POLICY: If tenant cancels reservation more than twenty (20) days of arrival date, tenant will receive a 50% refund (per night) of the full rental charge. If tenant cancels within twenty (20) or fewer days of arrival date, there will be no refunds.

If at any time the property should sell, any guests that have previously booked will receive a full refund.

Any articles left on the property will be forwarded to the contracted guests at their expense.

**Cleaning Fee is included in your total rate.
An additional \$85 cancellation fee applies.
\$100 charge for kitchen if not left in same clean condition as found.
If tenant uses an outlet to charge their electric car, an extra fee will be charged.**

_____ [actual initials] **I agree to the booking amount before the reservation is processed.**

Please arrange for all guests to arrive between 3:00 PM and 6:00 PM to check into the Hacienda/Casabela and meet the manager for check in and call if you're going to be late.

PLEASE READ AND INITIAL ALL ABOVE PARAGRAPHS, AND SIGN BELOW.

Your actual handwritten signature below:

_____ **Date** _____

Credit Card # _____ **V Code** _____ **Ex** _____

(No debit cards or AMX)

Date _____ **e-mail** _____

Address _____

Name _____ **Address** _____

_____ **City** _____ **State** _____

Zip _____ **Phone Number** _____ **Cell Phone**

Number _____

**Send signed contract to leighfoto@gmail.com.
707.942.5259**