

# CLEARVIEW HOMESTEAD TERMS & CONDITIONS

Dear Guest,

Thank you for choosing our homestead for your vacation. We hope that you have a pleasant stay in Hawke's Bay.

The property is located at:

194 Clifton Road  
Te Awanga  
Haumoana - 4172

Your confirmation is as follows:

**Check-in date:** \_\_\_\_\_ time : \_\_\_\_\_ ( Please let us know about ETA)

**Check-out date:** \_\_\_\_\_ by 10.00 am

Number of adults: \_\_\_\_\_ Number of children: \_\_\_\_\_

We require deposit 20% of total cost to secure your booking. If total cost is less than \$1000.00, we require \$200.00 deposit.

Rental rate and fees are as follows:

\$ \_\_\_\_\_ per night x \_\_\_\_\_ nights = \$ \_\_\_\_\_

Less deposit		\$(_____)
Continental Breakfast		\$_____ (complimentary)
Hot Breakfast	Extra	\$10.00 per person
TOTAL Due		\$_____

The total payment is due on or before \_\_\_\_\_.

Please sign and return the attached rental agreement.  
Thanks, and have a great holiday!

\_\_\_\_\_

## SHORT TERM RENTAL AGREEMENT

This Short Term Rental Agreement (the "Agreement") is made by and between \_\_\_\_\_ ("Homeowner") and \_\_\_\_\_ ("Guest") as of the date last set forth on the signature page of this Agreement. For good and valuable consideration, the sufficiency of which is acknowledged, the parties hereby agree as follows:

1. Property. The property is located at:

**194 Clifton Road  
Te Awanga  
Haumoana - 4172**

The property is furnished and includes \_\_\_\_\_ [list appliances and other provided items like linens, towels, etc.]

2. Rental Party: The rental party shall consist of Guest and the following persons:

\_\_\_\_\_

3. Maximum Occupancy: The maximum number of guests is limited to 8 adults & 2 children.

3. Term of the Lease. The lease begins at \_\_\_\_\_ p.m. on \_\_\_\_\_ (the "Check-in Date") and ends at \_\_\_\_\_ a.m. on \_\_\_\_\_ (the "Checkout Date").

5. Minimum Stay: This property requires a 2 night minimum stay

6. Rental Rules: Guest agrees to abide by the **Rental Rules** attached as **Exhibit A** at all times while at the property and shall cause all members of the rental party and anyone else Guest permits on the property to abide by the following rules at all times while at the property.

7. Access: Guest shall allow Homeowner access to the property for purposes of repair and inspection. Homeowner shall exercise this right of access in a reasonable manner...

8. Rental Rate and Fees

a. Deposit: A deposit of \$ \_\_\_\_\_ is due at least \_\_\_\_\_ days prior to the Check-In Date.

(The deposit is non-refundable and applied toward the rental fees.)

***If the premises appear dirty or damaged upon Check-in, Guest shall inform manager immediately.***

b. Rental Rate. Payment in full of the following fees shall be due within \_\_\_\_ days of the Check-in Date:

\$ _____ per night x _____ nights = \$ _____	
Less deposit	\$ (_____)
Continental Breakfast	\$ _____ (complimentary)
Hot Breakfast	Extra \$10.00 per person
TOTAL Due	\$ _____

9. Cancellation Policy: We don't have any refund policy for cancellations but can do under certain circumstance.

10. Payment: Acceptable payment methods are either by credit card or internet banking. If you wish to use a credit card, please provide the following information.

Name on credit card: \_\_\_\_\_ Type: \_\_\_\_\_

Credit card billing address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Exp date \_\_\_\_\_ CVV (Security) Code \_\_\_\_\_

by my signature below, I hereby give permission to charge my credit card for the amounts above. I agree that all rental monies are non-refundable per cancellation policy above.

The parties agree to the terms of this Short Term Rental Agreement, as evidenced by the signatures set forth below.

**Homeowner**

\_\_\_\_\_

Name (print) \_\_\_\_\_

Date: \_\_\_\_\_

Phone # (during stay): \_\_\_\_\_

**Guest:**

\_\_\_\_\_

Name (print): \_\_\_\_\_

Date: \_\_\_\_\_

Phone # (during stay): \_\_\_\_\_

## Exhibit A

### RENTAL RULES

1. Smoking is NOT allowed inside - Smoking is allowed outside only & ashtrays must be used and emptied.
2. People other than those in the Guest party set forth above may not stay overnight in the property. Any other person in the property is the sole responsibility of Guest.
3. All of the units are privately owned; the owners are not responsible for any accidents, injuries or illness that occurs while on the premises or its facilities. The Homeowners are not responsible for the loss of personal belongings or valuables of the guest. We do provide "lost & found service" under certain circumstances. By accepting this reservation, it is agreed that all guests are expressly assuming the risk of any harm arising from their use of the premises or others whom they invite to use the premise.
4. Keep the property and all furnishings in good order
5. Only use appliances for their intended uses
6. Pets are NOT allowed without prior approval.
7. Parking:  
Parking is limited to \_\_\_\_\_ vehicle(s). Vehicles are to be parked in designated parking areas only. Parking on the road or in restaurant carparks is not permitted. Any illegally parked cars are subject to towing; applicable fines/towing fees are the sole responsibility of the vehicle owner.
8. Housekeeping: There is no daily housekeeping service. While linens and bath towels are included in the unit, daily maid service is not included in the rental rate. We suggest you bring beach towels. We do not permit towels or linens to be taken from the units.
9. Fireplace: The fireplace is a free standing log fired firebox. Please do not burn anything other than wood provide, paper and cardboard.
10. [Fireplaces are turned off from \_\_\_\_\_; they are not operational during this time of the year.]
11. Water and Septic: The mineral content in the water is high. The septic system is very effective; however, it will clog up if improper material is flushed. DO NOT FLUSH anything other than toilet paper. No feminine products should be flushed at anytime. If it is found that feminine products have been flushed and clog the septic system, you could be charged damages of up to \_\_\_\_\_.]

## Rental Agreement Checklist

### Booking Information

- Property Address
- Phone Number at Vacation Home
- # of Guests Booked
- Guests Name(s)
- Check-In Time, Date & Day of Week
- Checkout Time, Date & Day of Week
- Rate Change Provisions

### Payment Instructions

- Security Deposit Amount
- Total Bill
- Payment Schedule Including Dates
- Balance Due Date
- Payment Methods Accepted
- Address to Mail Checks
- Returned Check Fee
- Instructions for Paying by CC
- Cancellation Policy

### Credit Card Authorization

- Name on Card
- Billing Address
- Credit Card Number
- Type of Card

- Expiration Date
- Reiterate Cancellation/Refund Policy
- Signature with Date

### Rental Rules

- Smoking Policy
- Rental Restrictions (Age, Noise, etc.)
- Maximum Occupancy
- Minimum Stays

### Post-Stay Information

- Housekeeping Procedure
- Checkout Policy (Keys, Cleaning, etc.)
- Deposit Refund Policy (incl. deadline)

### Other

- Written Exceptions Clause (if renter wishes to alter anything outlined in rental agreement)
- Parking Information
- Homeowner or Property Manager Contact Info