

Summer Fun Cottage Rental Agreement

Treehouse Cottage or Jan's Cottage

Please read the following Rental Agreement. If you have questions or concerns, please discuss them with us before booking. Once you have read and understand this Rental Agreement you should sign the Agreement and return it with your booking deposit, to acknowledge your acceptance. Thank you.

Reservations

After picking out a Cottage which you would like to rent please use the Contact section to email us and make a booking request or ask any questions you may have. We greatly appreciate understanding your plans when accepting your reservation request, especially if any pet is involved. If you wish to speed up the process please call us directly at 616-836-4546.

Deposits/Payments

When you make a reservation request we will confirm the amount of payment due. If you make a reservation more than 60 days in advance of the occupancy date you will be asked to pay 50% of the total rental payment as a Booking Deposit. Final payments, including applicable taxes and fees are due 30 days prior to occupancy. Reservations made less than 60 days prior to occupancy require payment in full at the time of reservation.

Taxes

All Rental charges and Fees are subject to an 11% Tax (6% State plus 5% Convention Visitors Bureau Assessment).

Cancellations & Transfers

Cancellations made more than 60 days in advance of occupancy will receive back 100 percent of the amount already paid.

Cancellations made 60 to 30 days prior to occupancy will receive back 50% of the amount already paid. Cancellations made less than 30 Days before occupancy will not receive a refund unless we are able to re-rent the property. If we are able to re-rent the property for the entire period, and payment has cleared, a full refund will be made within 30 days of the occupancy date

Transfers between weeks at this property are allowed up to 60 days prior to the existing reservation at no charge; based upon availability. All cancellation and transfer requests must be completed by a personal phone call to 616 836-4546. Voice or email messages, without a personal conversation, are not acceptable to avoid missing notification dates.

Damage/Cleaning Deposit

For all rentals a \$300 **refundable** damage/cleaning deposit is required. This deposit will be refunded upon check-out, provided no damages occurred or extraordinary cleaning is required. If damage or extra cleaning charges are incurred, they will be deducted from this deposit before the balance is refunded. Charges incurred in excess of the deposit will also be charged. Any balance due will be returned within 30 days.

Pet Requirements & Fees

If you wish to bring a pet you must make arrangements with the property owner in advance of your check-in. A \$100 Pet Fee will be charged for the stay. The renter must also bring a crate or kennel and agree to keep their pet in it, whenever it's left alone in the rental. There are no exceptions to this rule. Pets are not allowed on furniture or beds. You are expected to pick up after your pet and should bring your own "doggy" bags. Upon checkout, a walk through inspection, with the renter, will be conducted. If there are no damages or extraordinary cleaning required, the above mentioned damage/cleaning deposit will be refunded upon check-out. Any charges for damage and/or extra cleaning will be deducted from this deposit. Charges in excess of the deposit will also be charged to the credit card of the renter. Any balance due will be returned within 30 days.

Check-in/Check-out

Check-in is usually via "Self Check-in" at the cottage. The door will be unlocked, the key will be on the dining table and the lights will be on. Alternative check-in arrangements may be made by the owners. Check-in is between 3:00 - 7:00pm, Eastern Standard Time. Extraordinarily Late Check in arrangements should be made in advance of arrival by calling or Texting 616 836-4546.

Check-out time is 10:00am on the day of departure. Late checkout charges may be assessed and will be pro-rated against the daily rate, with a minimum charge of \$100.00. Charges may be deducted from the damage/cleaning deposit. Charges in excess of the deposit will be charged to the renters' credit card. The renter should call management 30 minutes prior to checkout to coordinate walk through Pet inspections and refund of the damage/cleaning deposit. Call Gary at 616 886-6829 (if no answer, call 616 836-4546).

Keys

One set of keys will be provided for each cottage at check-in. Additional keys may be requested. All keys should be returned upon checking out. A fee of \$25.00 may be charged for each key not returned at check-out. This may be deducted from the damage/cleaning deposit.

Housekeeping

Prior to arrival, the Cottage is cleaned and set up with basic starter products, e.g. toilet paper, hand soap, paper towels, etc. The renter is to supplement these as needed and maintain the property in a clean and sanitary condition at all times. At check out, the property should be in the same general condition as it was found, i.e. dishes washed, floors clean, grill burnt off/cleaned, trash placed in the provided containers, etc. Renters' are not expected to replenish starter products. However, if upon inspection, extraordinary cleaning is required, the cost may be deducted from the damage/cleaning deposit as mentioned above.

General Information

- Smoking is absolutely prohibited inside the rental property. Smoking is allowed outside. There is a large ash tray/receptacle on the property grounds.
- The maximum number of people who can spend the night and/or use the amenities is specified in the property listing description. This number may not be exceeded except by babies or toddlers who will typically sleep in a pack-n-play. No tents, motor homes or RV's are allowed on the property. Violation of the above two policies may result in immediate eviction, with no refunds and forfeiture of all payments.
- Both cottages have preferred cable coverage with "On Demand", PayPerView, and/or a Smart TV with Internet access. Any purchase of media services must be billed to your personal credit card or account. Any charges made to the property owners' service account will incur a \$50 administrative fee in addition to the charge and will be billed back to the renter.
- Bed Linens include bed pads, sheets, pillows, pillow cases and blankets. Dish towels and bathmats are also supplied. BATH AND BEACH TOWELS ARE NOT PROVIDED. Renters must bring their own.
- The rental property does not have a telephone. Cell phones are recommended. Coverage is generally good but may be poor on weekends when the town is busy.
- Comcast broadband WiFi is supplied to the Cottage. Speed is generally good throughout the cottage. However, service can be unpredictable on busy weekends and cannot be guaranteed. There are free internet sites available in downtown Saugatuck.

I have read, understand and agree to all of the above Terms and Conditions

Renter Signature _____

Printed Name _____ **Date** _____

Cottage Name & Rental Dates _____