



## Rules and Regulations

**CHECK IN 4:00** p.m. Please note the check-in time of 4:00 p.m. may be extended for special cleaning and maintenance. Please call for special instructions on late arrivals. Please note that the minimum check-in age is 25.

**CHECK OUT** 10:00 a.m. or earlier.

**CHECK IN DATE** Unit rent from SATURDAY to SATURDAY and possibly from SUNDAY to SUNDAY, June-August. Please note in the unit description the days each unit is rented. For reservations less than a week during **June - August**, please call 5 days prior to the arrival date. **September to May** there is a minimum number of nights stay and arrival/departure days may vary for this period depending upon company policy and individual property restrictions.

**RESERVATIONS Reservations accepted 7 days a week.** A prepayment of one half of the rental rate is required to confirm a reservation. **A personal check is the preferred method of prepayment.** A valid MasterCard/Visa may also be used through a pay-pal invoice. Prepayment **MUST** be received within five (7) calendar days after making reservation. Upon receipt of your deposit, written confirmation will be sent showing the reserved unit, remaining balance, and rental dates.

**BALANCE** The total balance of your charges is **due at least 30 days prior to arrival date.** Balance may be paid by personal check or credit card. Final payment will be posted to your account and confirmation mailed.

**UPON ARRIVAL** Please check your unit thoroughly upon arrival. Every effort is made to see that your unit is cleaned and undamaged before your arrival. If this is not the case, please report any discrepancies immediately to our office to insure that the problem is resolved and that you will not be held responsible.

**PRICES** subject to 5% sales tax and 5% accommodations tax.

**RATES** Are subject to change before any booking is finalized.

**PROCESSING FEE** A non refundable \$25 processing fee is charged if paying by credit card via pay pal

**SECURITY DEPOSIT** \$350. Please allow up to 2 weeks for return of deposit.

**CANCELLATION AND TRANSFER POLICY** Confirmed reservations are not transferable. Confirmed reservations may be cancelled by written notice. Upon confirmation, the unit is off the market to anyone else; therefore, the advance deposit will be refunded only if the unit is re-rented at the full rental amount. All refunds are subject to a \$50.00 cancellation fee.

**Initial:** \_\_\_\_\_

**GROUPS AND HOUSE PARTIES** WARNING-WE RENT TO FAMILIES AND RESPONSIBLE ADULTS ONLY. Please note that the minimum check-in age is 25. We do not rent to house parties and/or groups including but not limited to fraternity, high school graduation, spring break from high schools or colleges, or other non family groups to be determined at the sole discretion of Elliott Beach Rentals. Any violation will result in termination of rental agreement without refund.

**OTHER POLICY** NO PETS ARE ALLOWED IN ANY UNIT!. FIREWORKS AND GRILLING ON BALCONIES ARE ILLEGAL WITHIN CITY LIMITS. NO PHONE CALLS MAY BE BILLED TO THE HOMEOWNER'S TELEPHONE. Specific policies are on the back page of the Guest Confirmation form which is mailed to the guest upon receipt of deposit and on the guest registration form that requires guest signature upon check-in. MORE THAN THE MAXIMUM OCCUPANCY IN ANY UNIT IS STRICTLY PROHIBITED.

**KEYS** will be mailed to you unless otherwise noted. For security reasons and lock change expense, there is a \$50.00 charge for each lost or unreturned key.

**PARKING** Campers, trailers, boats, and motorcycles are **NOT** allowed at some locations. Parking is limited to **two (2) cars at all condominium locations.**

**LINENS** All bed room linens are furnished... Please arrange for linens in advance if you intend to use the sleep sofa or the crib mattress.

**DEPARTURE MAID SERVICE** is included in the rental fee

**EQUIPMENT** Units are privately owned and furnished according to owner's taste. We cannot be held responsible for appliance breakdowns or for changes by owners in furnishings or equipment. We will make all efforts to have service restored as soon as possible. **No refunds will be made for mechanical failure.**

**SOFA SLEEPERS** We do **NOT** recommend sofa sleepers for adult use.

**REFRIGERATORS** Many refrigerators are left open during cleaning. It can take as long as twelve (12) hours before your food will cool and the refrigerator returns to a medium temperature. If you fill it with warm groceries and continually open the refrigerator door, it will take much longer than 12 hours. Please check your refrigerator upon arrival - it should be set at a medium temperature. If the refrigerator is turned to a high setting, the humidity will cause the coils to freeze up, which prevents cool air from reaching the refrigerator compartment while the freezer remains cold. If this should happen, please set the unit to a medium setting and allow time to defrost and stabilize.

**KITCHENS** All kitchens should be fully equipped for daily meals and serving. The following items should be in each unit to accommodate at least the maximum occupancy: coffee maker, toaster, dishes, glasses, flatware, serving dishes, pots and pans, and cooking utensils. Some homeowner's provide additional kitchen items, however, if needed you may want to consider bringing with you items such as: blender, food processor, extra large or specialty pots and pans, specialty knives and cooking utensils, etc.

**ADDITIONAL RENTAL ITEMS** I have a crib mattress, a high chair, and a roll-a-way bed in the MBR closet. If you intend to use them please bring your own linens

**SUGGESTED ITEMS YOU MAY WANT TO BRING:**

- Special cooking apparatus (see **Kitchens** above)
- Personal toiletries
- Cameras and film
- Beach towels
- Food and condiments
- Paper products (toilet paper, paper towels, etc.)
- Beach and fishing equipment

**Initial:** \_\_\_\_\_

**PLEASE NOTE** Property items (such as bedspreads, pillows, chairs, pots and pans, dishes, glasses, silverware, etc.) are **NOT** to be taken out of the property (to the beach or other properties). **back to top**

**OUR IN-HOUSE MAINTENANCE and HOUSEKEEPING STAFF** If you should discover that your unit has not been cleaned or has damages, please report it to us immediately and we will make all efforts to resolve the problems. Check out time is **NOT** the time to inform us about problems. **We cannot issue refunds for mechanical breakdowns or unit cleanliness.** **GTL Properties LLC** or representatives shall have the right to enter the property at reasonable hours to make timely repairs or inspections. If a service call is made and entry refused, the renter will be held liable for service call fees.

**LOST and FOUND** GTL Properties LLC will **NOT** be responsible for any personal items left in the units. There will be a \$10.00 service charge in addition to any mailing charges required if you request us to pick up and mail any items left behind.

**LOCKED CLOSETS** I have a locked owner's closet in the Twin Bed Room. These areas are not included in any rental. Please do **NOT** attempt to open these locked closets. If you break into the closet, your guest account will be charged for any repairs as well as missing items.

**NOTE** Tenant shall not be entitled to any refund due to unfavorable weather, maintenance problems, area construction, ready departure, or disruption of utility services (including phone and cable), after occupancy. In the event of an ordered evacuation due to hurricane or other storms refund consideration for the prorated amount of time from the ordered evacuation until the area is reopened, will be made following written request of same by tenant to agent.

GTL Properties LLC and Leen Property Mgt LLC reserves the right to correct any errors in pricing and description on this web site.

**ASK ABOUT NEXT YEAR** For no money down, you may tentatively reserve a unit for the next year. Owners have top priority, followed by this years renter. If you have not made a tentative reservation by check-out time, the unit may be reserved by anyone on a first come, first serve basis. Please inform reservation staff at our office. Please note confirmation of the tentative reservation is subject to establishment of rates, rental seasons, availability and other factors beyond the control of the agent.

**NON SMOKING UNIT!!!**

**Initial:** \_\_\_\_\_

