

# Cottage Keeper Vacation Rental Guest Homes

## VACATION RENTAL AGREEMENT



- Complete **ONLY** the shaded parts of this agreement.
- Mail with your guest data sheet and reservation deposit (at 50% of the Vacation Home Base Rent).
- The Cottage Keeper will return a completed copy of this agreement with your Confirmation Package.

Guest's Name:	_____
Guest's Address:	_____
Home Phone / Cell #:	_____
Email Address:	_____
Your Vacation Rental:	_____
Occupancy Dates:	_____
Rental Address:	_____
Phone # of Rental:	_____

<b>Your Hosts —</b>
<b>Ginny &amp; Dave Wilbrandt</b> <b>1916 Chicago Drive</b> <b>Arkdale, WI 54613-9723</b>
<b>608-564-7206 (local)</b> <b>888-404-2688 (toll-free)</b> <b><a href="mailto:rentals@cottagekeeper.com">rentals@cottagekeeper.com</a></b>
<b>RESERV# _____</b>
<b>Vacation Home Base Rent</b>
<b>\$ _____</b>

### Your Vacation Rental Agreement is subject to the following terms and conditions:

**RECEIPT:** We acknowledge receipt in the sum of \$ \_\_\_\_\_. This represents the down payment to hold your reservation. The remaining rent of \$ \_\_\_\_\_ and tax of \$ \_\_\_\_\_ and security deposit of \$ \_\_\_\_\_ = Total Balance Due in the amount of \$ \_\_\_\_\_ to be paid at the time of your arrival. Your personal lockbox combination to retrieve the key upon arrival is \_\_\_\_\_.

**SECURITY DEPOSIT:** Your security deposit is for damage, loss, breakage, theft, or failure to adhere to rental policies. Your security deposit will be refunded to you within fourteen (14) days of departure if everything is in good order. (See "Your Responsibility" below.)

**CANCELLATION:** Refunds of down payment, less a 10% administrative fee, will be given upon cancellation of a reservation with 60-day prior notice. Less than 60-day notification, refunds will be given only if property is subsequently rented for the same period.

**OCCUPANCY:** Your vacation rental will be ready for you at \_\_\_\_\_ on \_\_\_\_\_. Your vacation rental will end at \_\_\_\_\_ on \_\_\_\_\_. Strict compliance with this schedule is required.

**PETS:** We cannot accept pets unless specified and pre-arranged. (Additional pet fee and pet security deposit will apply.) If you surprise us with your pet at our rental, we will be unable to accommodate you or your pet.

**NUMBER OF OCCUPANTS:** Your vacation rental is licensed for occupancy by a TOTAL of no more than \_\_\_\_\_ at any one time during your rental period. (This total includes ALL adults and ALL children.) Failure to comply will result in immediate eviction. Campers and tent camping is not allowed at your vacation rental. Upon request, we can recommend nearby campgrounds and parks for your extra guests.

**YOUR RESPONSIBILITY:** Guests are required to assume the following responsibilities –

- Promptly call us at the telephone number indicated above upon your arrival AND to report any maintenance problem. Damage resulting from your failure to report a maintenance problem will be your responsibility.
- You are personally responsible for damage or theft that occurs during your occupancy of the vacation rental. Please bear this in mind when you choose your vacation guests or leave the premises.
- While we do have professional cleaning services, we expect you to make every effort to leave the property as you found it. We expect the dishes to be washed and put away, the trash to be taken out to the cans provided, and the fireplace and grill to be cleaned (if applicable). Failure to comply will result in a minimum \$50 charge to be assessed from your security deposit.
- This is a private home located in a residential area. Your neighbors possess homeowner "rights to peaceful enjoyment". We expect you to conduct your vacation accordingly. Excessive disturbance will result in immediate termination of your rental stay.
- Please comply with all provisions of your vacation arrival and departure checklist provided at your vacation rental.

**LIABILITY:** Water sports and outdoor recreation can be dangerous – your vacation rental is a private home, not a public resort. We do not have lifeguards and park rangers to watch out for your safety. Accordingly, you are entirely responsible for the safety of yourself and your loved ones and for the security of your stay. We can not and do not assume liability for injury, theft, loss or damage arising from your stay.

This Vacation Rental Agreement is a legal and binding real estate contract, issued and signed in accordance with Wisconsin real estate law, and each of the following parties acknowledges receiving a copy.

By: _____	_____
Ginny Wilbrandt / Broker	Date

Guest's Signature	Date
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