



VACATION PROPERTY M A S T E R S

Voca House

4 miles from down town Wimberley, Texas

Email to Shiloh Collins at scollins@vacationpropertymasters.com after completing this form.

Rental Agreement:

DEPOSIT TO HOLD RESERVATION

A deposit of \$500.00 for a 2-night stay, \$750 for a 3-night stay, and \$1,000 for four or more nights, and is required to hold your reservation. We must receive a credit card payment at time of reservation for the deposit (applied to the total). Unless you are paying directly through VRBO. Once payment is received, your dates are officially reserved. Your dates are not locked until we receive this agreement signed and confirmation of deposit paid.

The outstanding balance of your stay is due **30 days** prior to your arrival.

GUEST RESPONSIBILITIES

- Guests shall be responsible for all damage, breakage and /or loss to the premises, except normal wear and tear which may result from occupancy. Items that may be subject to additional charges to you:
- No damage is done to the home or its contents, beyond normal wear and tear.
- No linens or household items are missing.
- **No early check-in or late checkout without approval with Shiloh Collins.**
- No smoking in the house (\$750 Cleaning Fee)
- Pets not allowed in the house or on the property. (\$750 Cleaning Fee)
 - NOTE: We don't want your money, but we must be able to tell all guests that this is a non-smoking and no animals house for their allergy concerns.
- Guests agree that repair costs for any damages, or replacement of missing items, may be posted to their credit card. See acknowledgment below.
- Guests agree to indemnify and save Owner and Property Managers harmless from all liability, loss or damage arising from any nuisance or harm made or suffered on the property premises by guests or invitees. Also from any carelessness, neglect, or improper conduct of any persons entering, occupying or visiting the premises.
- Guest is responsible for lost or left behind items. Staff will look for the lost or left behind item(s) and if found will ship back to guest however guest is still responsible for their lost or left behind items – before shipping, during shipping and after it has shipped back to the guest. The guest is also responsible for the cost of shipping the lost or left behind item(s).
- Note: Guests are responsible for cleaning the kitchen before departing at the end of the reservation. This includes placing the dirty dishes in the dish washer, wiping down the counter tops, grill and taking the trash to the street receptacles. Take all food brought to house and take it back with you or throw it away or incur a \$50 fee.
- Note: If house is left excessively dirty, there will be a cleaning fee charge. The charge will be determined by the number of extra hours the cleaning crew works beyond the regular cleaning time of 5 hours.

Per the rental agreement you have agreed to comply with the **Guest's responsibilities** including the payment for damages incurred during your stay.

You will be notified in writing if there are additional charges before we charge your card.

Please sign and date below that you give us the authorization to enforce this agreement.

Signature

Date

Guests agree to indemnify and save Owner and Property Managers harmless from all liability, claims, loss or damage arising from any nuisance or harm made or suffered on the property premises by guests, their families, or invitees. Also from any carelessness, neglect, or improper conduct of any persons entering, occupying, or visiting the premises

This is a non-smoking home. You are permitted to smoke outdoors on the deck. Butts are to be disposed of properly and not left anywhere on the property. Any violation of the smoking policy will incur a \$750.00 minimum fine and if additional cleaning is necessary to remove smoke odors from the house and/or linens, costs will be charged to the guest. We don't want your money. We just need to be able to tell our guests with allergies that they will have no problems.

No Pets are ever allowed in the house, or on the property. Any violation of the Pet Policy will incur a \$750.00 minimum fine and if additional cleaning is necessary to remove smoke odors, hair, or stains from the house and/or linens, costs will be charged to the guest. We don't want your money. We just need to be able to tell our guests with allergies that they will have no problems.

The whirlpool tub is provided for the enjoyment of adult guests. Keep children away from the tub unless there is constant adult supervision. The hot tub is not for unaccompanied minors. Care should be taken due to the inherent dangers of a hot tub.

The swimming pool is for the use of our guests, and they recognize and agree that they are responsible for the safe use of the pool and that they are required to watch all children, or anyone else needing attention. There is no diving allowed anywhere along the pool due to the depths, and the benches in the water. The rock patios offer uneven surfaces and care should be taken when walking around.

We supply games and activities for our guests; however, some games have small pieces or parts and are not suitable for young children, i.e. toddlers and infants, who may put things in their mouths. Do not allow young children to play unsupervised with games.

The house is not Child Proofed, so please take care to protect your infants and children. Carefully inspect any toy or equipment that may be used by a child to insure it is functioning safely.

High chair

Booster chair

Pack and play

Stairs and uneven surfaces

Guests agree to release the Owner, Property Managers, and service providers from any and all claims, liabilities, losses or damages from any incident associated with the information provided above.

Agreed by Guest. Name _____ Date _____

CANCELATIONS

- The minimum number of guests will be locked in 30 days prior to the arrival date. After that point, the fee for the number of guests will not be allowed to be lowered. Additional guests can be added at the identified rate.
- A Cancellation any time before 30 days prior to your stay will receive a 100% refund minus the service fee

- Reservations cancelled between 30 and 16 days in advance will receive a 50% refund of their deposit, and a 100% refund of any other nights already paid for.
 - Cancellations less than 15 days in advance will not receive a refund.
 - No credit will be given for shortened stays due to late arrival or early departure for any reason. •
- No cancellations due to weather.

HOUSEKEEPING

When you arrive, the home will be clean and set up with linens and as a courtesy we have included the following list of supplies to accommodate the appropriate number of guests:

- Bath towels, hand towels, wash clothes
- Dishwasher soap, hand soap, and toilet paper

Check-in time is no earlier than 4 pm. There is only a 5-hour window to completely clean and set up this large house for the next guests. Our properties stay booked so please respect this work schedule and do not arrive early, unless previously approved in writing.

Checkout time is no later than 11 am the day you are scheduled to leave. Late checkout, unless previously approved in writing, may be subject to being charged an additional night stay.

Checkout procedures: Prior to checkout:

- All dishes should be washed and put away, or in the dishwasher.
- Beds may be left unmade, with dirty linens left on the beds.
- Dirty towels should be placed in the corner of each bathroom.
 - All food should be taken with you or disposed of.
- Turn thermostats to 74 degrees in the summer, and down to 68 in the winter. one upstairs and downstairs. **Please do not turn off**
- Make sure all doors and windows are locked and shut.
- Make sure that the blower is off on the hot tub, and the thermostat is set at the lowest temperature.
- Place all trash in bags and put in can(s) located at the end of the driveway in the street receptacles. Please don't forget trash near the grill.
- **Return the keys to the lockbox.**

We will not be liable or responsible for personal items left behind, lost or stolen.

If you leave an item after checking out and wish to have it returned, call us as soon as possible and we will arrange for shipment. We will inform you of the shipping cost and ask you to pay for the shipping cost. There is a minimum charge of \$25 for each return.

ADDITIONAL TERMS

You must be 30 years of age to rent this home and provide proof of age, if requested.

We reserve the right to evict any renters who do not comply with the rules of the house, any renters who create a conflict with our neighbors, or any renters who, at our sole discretion, are causing problems/conflicts and are not wanted on the property.

The home has a maximum occupancy of eighteen (18) guests, unless approved in writing by the owner. Renters who exceed the occupancy limit and/or falsify occupancy information at the time of reservation are subject to eviction and additional fees.

Large House parties, unless pre-approved with correct details, are strictly prohibited and grounds for immediate eviction and additional fees.

- **Day Guests will be charged \$20 each per day. If not pre-approved in writing there will be a charge of \$25 each per day.**
- **Nightly rate is based on 8 Guests. Each guest after 8 will be charged \$25 per day per guest.**
- **Holiday rate is based on 12 guests. Each guest after 12 will be charged \$25 per day per guest.**

We price our home based on the number of people in your group. We treat everyone honestly and expect the same from our guests. If your group gets larger than expected, just let us know and we can update the charges. If we find intentional abuse, we will charge the additional fees and reserve the right to evict.

Illegal substances, firing guns or fireworks on the property are strictly prohibited and grounds for immediate eviction.

There is an abundance of wildlife in the area. Guests are to respect nature and take care to guard themselves/guests as appropriate. There is no hunting, archery, shooting, guns, Mules, RVs, horses, Dirt bikes, ATVs or any other similar vehicles, allowed on the property.

We do not accept checks.

Any exceptions to the rules and regulations as written here, must be approved in writing in advance.

Force Majeure. There may be circumstances beyond our control and contemplation, in which the property might not be available for your booking. Examples of these include (but are not limited to) destruction of, or severe damage to the property. In the event of *Force Majeure*, we will refund all unused monies that have already been paid. This will be the full extent of our liability to you in such circumstances, and we will not be responsible for any other costs connected with any such cancellation, howsoever arising.

I HAVE READ AND UNDERSTAND THE RULES AND REGULATIONS. I CERTIFY THAT I AM AT LEAST 30 YEARS OF AGE AND THAT I WILL BE HELD RESPONSIBLE FOR THE CARE OF THIS PROPERTY BEING RENTED UNDER MY NAME. I ACCEPT FULL RESPONSIBILITY FOR DAMAGES OR EXTRA CLEANING CHARGES, SHOULD THEY BE DISCOVERED DURING OR AFTER DEPARTURE.

Voca House

Print Name:		
Address:		
City:	State:	Zip Code:
Cell Phone:	Email:	
Signature: X		
Arrival Date:	Departure Date:	# of Guests:

The dates you reserve should match the dates you are writing down and signing for. Please let me know if your dates change so that I can update this information on the calendars and balance of reservation.

Credit Card Information: No credit card information is required if you are booking directly through VRBO.

Name on Card	
Card Type (Visa, MC, AMEX, Disc.)	
Card Number	
Expiration	
CVV (number on back)	

IN CASE OF EMERGENCY:

- Call 911 first
- Contact our Property Owner/Manager Shiloh Collins 713-208-4342

PAYMENT

We accept payment by personal check, Cash, MC, Visa and Discover

*CREDIT CARD AUTHORIZATION: I understand and consent to the use of the credit card provided without original signature on the

charge slip, that a photocopy or fax of this agreement will serve as an original, and that this Credit Card Authorization cannot be revoked and will not terminate until 30 days after leased premises are vacated.

X _____
Signature

RENTAL AGREEMENT

Upon receiving your deposit, **copy of driver's license and a signed and dated copy of the Rental Agreement**, a rental confirmation will be e-mailed to you.

What you will receive via e-mail upon receipt of your payment in full:

- Directions to the house.
- Code for the gate.
- Code for the lockbox for the keys
- The local phone number for incoming calls.
- A list of what to bring (basically food, drink, bathroom items, and clothes)

SPECIAL NOTE – Wimberley is a very laid back community and the people there enjoy the area. Please be respectful of our neighbors and be conscious of how loud your music is playing, or how loud your group is late at night. Thanks!!

For every review that you leave (VRBO, Homeaway, google, etc) you will be entered into a drawing for Two Free Nights at the house you are staying in. Multiple reviews from different members of your group earn a chance as well. Thanks in advance for all your reviews! They really help us out.

Scan all pages of this document and email to:

scollins@vacationpropertymasters.com