

# Claridge House Booking Instructions

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## Booking

It is advisable to secure your booking well in advance of your planned trip, as Claridge House is frequently booked up. Unfortunately, we cannot hold the house if you have not booked it, i.e. secured it with payment. A minimum payment of 50% of your total is required to book your dates. If your booking is less than 45 days away, 100% of your total is required.

To complete this booking, please sign and return the Rental Agreement, Reservation Form and Booking Instructions along with minimum payment. We will immediately provide confirmation via email.

## Rental Agreement

For your protection, carefully review and sign the provided Rental Agreement.

## Payment

Payment is accepted in US dollars through check and credit cards. (Mastercard, Visa and American Express) For ease of booking, we have provided a Credit Card Authorization form. Reservations are not guaranteed until full payment is received.

## Confirmation

Once your payment is cleared we will email your booking confirmation. Your payment acts as your reservation confirmation, as well as acceptance of our terms and conditions. If for any reason you need to cancel your booking, 25% of your total booking fee is non-refundable. One month prior to your arrival, we will also send you arrival information and maps.

## Security Deposit

A security deposit is required for all bookings. Your security deposit is refundable within 30 days if there are no damages or noise problems at the property as outlined in the Rental Agreement. The security deposit is listed on your Reservation Form.

## Pool Heating

Pool heating is an option you may choose when reserving the villa. The cost is \$49 a day and this fee is listed on your Reservation Form.

## Reservation Limitations, Terms, and Conditions

The minimum stay at the villa is two nights. When making your reservation you will be asked to verify the dates you wish to reserve and to list the number of occupants in your group. At least two members of each group must be over the age of 25. The maximum number of guests allowed on the property is eleven at any time, unless arrangements have been made for a special event. The maximum number of cars allowed is three. No illegal activities are allowed, and can result in loss of security deposit and eviction. Noise problems after reasonable hours (11 pm.) are against the law and can result in a \$200 fine, loss of security deposit, and eviction. While guest privacy is strongly protected, the estate staff (manager, pool, gardeners, etc.) has the right to access the villa at any time.

Check-in at the Villa is between 12pm and 8pm. Check out is by 11 am. Please indicate on your Reservation Form whether you need special handling outside of these hours. Special times are only allowed when there is sufficient time for property cleaning.

Renter Name: \_\_\_\_\_ Date \_\_\_\_\_

Renter Signature: \_\_\_\_\_ Date \_\_\_\_\_