

Hawi Haven

House Rules and Rental Agreement

Check-in and Check-out:

Check-in time is 4:00 p.m. After you arrive at the property, please give our property manager, Giovanna, a call to let her know you have arrived. She will also be available to answer any questions that you may have.

Check-out time is 10:00 a.m. **When checking out** please:

- Be sure the home is neat and tidy.
- Wash dishes, or put them in dishwasher and start it.
- Put perishable food items in the refrigerator.
- Turn off lights and fans.
- Lock the doors and leave the keys on the hook to the left of the front door and in lockbox.

Damages:

Accidents happen! If something is broken or lost, please notify us immediately.

Energy Conservation:

Please be energy conscious by turning off lights, fans, radio, TV, etc when not in use.

Lost Key Replacement:

There will be a \$20 charge for replacement of lost keys.

Maximum Occupancy:

The maximum number of people is 6. In some circumstances an exception can be made for an additional fee. We must know about additional guests ahead of time. Parties or events are not allowed on the property.

Noise: Please keep in mind that you are in a very small and peaceful residential neighborhood.

No Smoking is allowed inside the house!

Pests: Our home is treated on a regular basis for pests; however, pests are a normal part of life in the tropics.

Supplies: We will supply paper goods and soaps to get you started. However, unlike a hotel, we are not responsible for replenishing your supplies. If you use something up, please have the courtesy to replace it for the next guest.

Telephone Calls: Feel free to make any local (Big Island) phone calls. The phone has been blocked from placing any long distance calls.

Traffic: Please drive slowly in our neighborhood. There are many children, adult pedestrians, and bicyclists.

Use of Candles: Please **do not use candles** inside the house.

Valuables and Personal Property: Take normal precautions of your valuables. Understandably, we are not responsible of any losses.

HAWI HAVEN

HOUSE RULES AND RENTAL AGREEMENT SIGNATURE PAGE

Questions: Please call 510-717-8592

RESERVATIONS:

- Held with 25% of total paid by cashiers or personal check and **this signed agreement returned.**
- Balance due 30 days prior to arrival.
- Full amount due if reservation made within 30 days.

SECURITY DEPOSIT:

- \$250 security deposit required 30 days prior to arrival.
- Deposit used if property is damaged, missing, requires excessive cleaning or key is not returned.
- Otherwise, security deposit is fully refunded 14 days after departure or if reservation is cancelled.

CANCELLATIONS:

- Full refunds 30 days before arrival.
- 50% non-refundable if cancelled 30-14 days before arrival.

NO REFUNDS on cancellations 14 days prior to arrival.

CHECK IN / CHECK OUT:

Check in 4 pm / Check out 10 am (unless arranged prior to arrival)

- Return key at checkout.
- No pets / No smoking / No illegal substances.
- 6 guests maximum.
- Owner assumes no liability for property loss, damage, accidents or injuries on property.

ACCEPTED AND AGREED TO:

Guest Signature _____ Date _____

Name (print) _____

Address: _____

Phone number: _____

E-mail: _____

Reservation dates requested: (Please include estimates times)

Check In _____ Est. Time _____

Check Out _____ Est. Time _____

Guest 1 _____ Guest 2 _____

Guest 3 _____ Guest 4 _____

Guest 5 _____ Guest 6 _____

Rental	\$	_____
Rental Tax	\$	_____
Rental Total	\$	_____
Rental Deposit	\$	_____
		(Enclose 25% of Rental)
Enclosed		
Balance	\$	_____
		(Due 30 days prior to arrival)
Security Deposit		<u>\$250.00</u>
		(Due 30 days prior to arrival)

Mail Deposit to:

**Deb Nederhood
2850 Lincoln Avenue
Alameda, CA 94501**

Phone: 510-717-8592

Fax: 510-865-4090

E-mail: hawihaven@yahoo.com

www.hawihaven.com