

# 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 call Giovanna at 808-889-5590 to let her know you have arrived. She will be available to answer any questions that you may have. You may also call Linda with questions at 510-717-8758.

**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.
- Please do not leave perishable food items in the refrigerator or house.
- Turn off lights and fans.
- Lock the doors and leave the keys on the hook on the wall by 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! A \$300.00 cleaning fee will be imposed if there is evidence of smoking.

**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 for your valuables. Understandably, we are not responsible for any losses.

# HAWI HAVEN

## HOUSE RULES AND RENTAL AGREEMENT SIGNATURE PAGE

Questions: Please call Linda at 510-717-8758

### 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 personal property loss, damage, accidents or injuries on property.

### ACCEPTED AND AGREED TO:

Guest Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (print) \_\_\_\_\_

Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_

Rental Total \$ \_\_\_\_\_

Rental Deposit \$ \_\_\_\_\_

(Enclose 25% of Rental)

Balance \$ \_\_\_\_\_

(Due 30 days prior to arrival)

Security Deposit (Due 30 days prior to arrival) \$250.00

Reservation dates requested: \_\_\_\_\_

Guest 1 \_\_\_\_\_ Guest 2 \_\_\_\_\_

Guest 3 \_\_\_\_\_ Guest 4 \_\_\_\_\_

Guest 5 \_\_\_\_\_ Guest 6 \_\_\_\_\_

**Mail Payments and Signature Page to:**

**Linda Tracy Kreiss**

**C/O ABR**

**1516 Oak Street, Suite 303**

**Alameda, CA 94501**

**Phone: 510-717-8758**

**Fax: 510-865-4090**

**E-mail: [hawihaven@yahoo.com](mailto:hawihaven@yahoo.com)**

**[www.hawihaven.com](http://www.hawihaven.com)**