

# Clear Springs Lodging

## Guest Registration/Rental Agreement Form

Office # 830-966-2164

Fax # 830-966-3358

Cabin \_\_\_\_\_ Arrival Date \_\_\_\_\_ Departure Date \_\_\_\_\_ Cell # \_\_\_\_\_

Number of Adults \_\_\_\_\_ Number of Children 1 & up \_\_\_\_\_ # of Pets \_\_\_\_\_ # of Vehicles \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Date of Birth \_\_\_\_\_ Drivers License # \_\_\_\_\_

Visa or Master Card \_\_\_\_\_ Exp \_\_\_\_\_ 3 Security # \_\_\_\_\_

Name on card \_\_\_\_\_ Email address \_\_\_\_\_

**Check-In Policy** Check-in time is 2:00 pm. We will diligently work to insure that properties are clean and ready for occupancy by 2:00pm. However, in certain situations, it may be necessary to delay occupancy until the property is ready. There are no refunds for late occupancy. **Checkout policy.** All properties must be vacated by 11:00 AM sharp on checkout day or guest will be charged a late fee of \$50.00 per hour. There will be a \$10.00 charge for any missing key. Please follow posted checkout instructions. If the checkout instructions are not completed upon departure, there will be an additional housekeeping charge. We are not responsible for any items left in the unit. **Security Deposit** A credit card is required on all reservations for security. If there is any damage or missing items, the credit card will be billed accordingly. **Cancellation Policy** Cancellation of a reservation is required in writing by mail or email. You may cancel 14 days prior to your arrival date and receive a refund of 50% of your deposit. If you cancel less than 14 days prior to your arrival, the deposit will be non-refundable. There are no refunds on unused lodging. A fee of \$30 will be charged for any date changes or for switching lodging facilities. Changes must be made 14 days prior to arrival date or it will be considered a no show and full charges will apply. **Rental Property/Accommodation Rules** 1. All units are individually owned and furnished according to the owner's preference. Units have AC/Heat, a refrigerator, stove, microwave, coffee pot, cookware, dinnerware, utensils, dish detergent, toilet paper, paper towels, trash bags, towels, and linens. 2. Please report any breakdown/problems of appliances, A/C systems, TV's, VCR/DVD players, or other electronic equipment. We will contact a repair service immediately. Your patience will be appreciated as our area has a limited repair service. There will be no refunds due to any breakdown/problems. 3. **PETS:** Only some units are pet friendly. You must check to make sure you are in a pet friendly unit if you have a pet. There is a pet fee of \$20 per pet per day. Any damages from the pet will be charged to your credit card. You must scoop up poop from your pet failure to do so will result in a \$100 fine. If you are in a NO PETS unit and are found with a pet you will be charged a \$200.00 fine and will also result in termination of tenant's occupancy. 4. Number of Occupants: Misrepresentation of the number of occupants will result in the renters being asked to vacate the property without a refund. Children are counted in the occupancy unless they are under the age of one. **Only registered paying guest are allowed on the property. No visitors, tents, travel trailers, or RV's** are allowed on any property unless pre-approved. 5. Grills You must place the ashes in the small metal cans next to the grills. DO NOT put ashes on the ground or in the trash cans. 6. Parking: You must keep all vehicles on the driveway or roads. Do not park any motorized vehicles in the grass and do not drive down to the river unless there is a road. 7. Smoking: There is NO SMOKING inside of any of the units. Smoking is permitted outside and please dispose of your ashes and butts properly (not on the ground). There is a \$300 charge for smoking inside of any unit. 8. Hot tubs: If the hot tub gets broken or is left dirty there will be an extra charge. 9. ATV'S: No use of 3 or 4 wheelers, and or golf carts on property. 10. **No use of FIREARMS, BB/Pellet Guns, illegal drugs, and underage drinking on property.** 11. No cutting any Tree Limbs or Trees. Fine of \$200 if any tree is cut or broke off. 12. I hereby make it known to my family, friends, relatives, and attorney and member of any jury, that with my signature, I take full responsibility for the conduct and safety of all members of the party I represent while they are on the property owned or operated by Clear Springs Lodging or Property Owners. I hold them blameless in the case of any property lost or damage or any kind of accident, injury or death to any person of the party. I am also aware that there is no life guard on duty and I am swimming in the river at my own risk. I find the standards of safety and maintenance to be acceptable. I understand that this property is privately owned and management reserves the right to refuse service to anyone. The undersigned hereby agrees to pay for all damages to lodging property caused by him/her or his/her guest, and for all items to this lodging establishment that are found to be missing after the guest vacates the premises. I have read this contract in its entirety, and by signing below I agree to all terms and conditions.

Guest Signature \_\_\_\_\_ date \_\_\_\_\_