



- Check-out:** No later than 10:00 AM on departure date (unless otherwise arranged).
- **No early arrival or late departure with prior agreement.** Additional charges may apply for late departure without prior agreement.
  - **Check-out procedures.** Prior to departure (no later than 10 AM), please follow the Check-out instructions in the rental Guest Guide. Set thermostat as directed, 55 degrees (on thermostat). Lock all windows and doors. Leave keys in the unit.
- Thank you.
- Info:** Directions and instructions will be sent prior to arrival.
- Cancellation:** Notice of cancellation in writing is required. Other conditions:
- Cancellation prior to 90 days of arrival will result in a refund of all monies paid, with the exception of the security deposit.
  - Cancellation within 60 days of arrival will result in a forfeited security deposit & 50% of rental amount.
  - Cancellation within less than 45 days of arrival will result in a forfeiture of all monies paid.
  - We will always try to refund your rental payment regardless of the date of notice of cancellation. The entire rental payment will be refunded less **\$100.00 ONLY if the condo can be re-rented for the rental period and for no less than the rental amount, set forth at the beginning of this Agreement.** Part of the rental payment may be refunded nonetheless at the sole discretion of the owner. There are no refunds for bad weather.
- Rental Agreement:**
- Upon receiving your security deposit, rental fees and a signed, dated copy of the Guest Agreement, a rental confirmation will be mailed or e-mailed to you.
- Maximum Occupancy:**
- The Unit has a maximum occupancy of eight (8) guests, all of which may be accommodated in beds. Renters who exceed the maximum occupancy without prior approval are subject to additional charges or eviction.
- Storm Policy/Road Conditions:**
- No refunds will be given for storms. Mountain roads can be curvy and steep. We recommend four wheel drive and/or chains during the snow months for general travel. We do not refund due to road conditions.
- Noise and Nuisance:**
- The Unit is located in a private property known for its privacy. Excessive noise and nuisance resulting in neighbor complaints may warrant forfeiture of all or a portion of the Security Deposit.
- Falsified Reservations:**
- Any reservation obtained under false pretense will be subject to forfeiture of advance payment, deposit and/or rental money, and the party will not be permitted to check in.
- Housekeeping:**
- When you arrive, the Unit will be clean and set up with linens and, as a courtesy, we have provided the following list of supplies to begin your stay
    - Bath towels, hand towels, wash clothes, and hair dryers in each bathroom.
    - Dishwasher soap, hand soap, toilet paper, paper towels, paper napkins, laundry soap and softener.
  - Daily maid service is not included in the rental rate. Additional maid or cleaning service is available at an additional rate.
  - **NO PETS** of any kind are allowed. Guests who bring pets without approval may forfeit all monies paid and may be asked to leave.

- **NO SMOKING please.** This is a non-smoking home. Violations will incur penalties.
- Children must have adult supervision in hot tub at all times.
- Games are provided for the use and enjoyment of children in the visiting group. Please be advised that there are small pieces that may be swallowed by young children.
- Please no house parties with other than rental guests.
- Hot Tub – Please follow instructions in the information binder.
- **Please take care of our home as if it were your own.**

**Parking:**

- Parking is limited to one (1) vehicle in the enclosed garage. One additional vehicle is allowed to be parked in front of the unit on the private paved area; other open areas not in front of other existing townhomes may be used for other vehicle overflow. Any illegally parked cars are subject to towing; applicable fines/towing fees are the sole responsibility of the vehicle owner.

**Potential Additional Charges:**

- Any of the following may incur potential additional charges, and may be automatically debited against the Security Deposit:
  - a. Stains left on carpets, rugs, blankets or bedspreads – PLEASE DO NOT REMOVE BLANKETS OR BEDSPREADS FOR OUTDOOR USE. LEAVE THEM IN THE ROOMS WHERE THEY WERE PUT
  - b. Broken furniture, pictures, or other décor
  - c. Hot tub damage or excess dirtiness; trash in hot tub water or adjacent to it; failure to adhere to hot tub use conditions
  - d. Failure to keep or maintain the hot tub cover in proper position or order when not in use
  - e. Movement or damage of the DirecTV dish
  - f. Lost or removed keys
  - g. Theft or removal of any items, including linens
  - h. Trash not bagged and placed in the garage receptacle
  - i. Dirty dishes left on the countertop or elsewhere in the condo
  - j. If used, air beds not deflated. Crib and High chair not cleaned and put away
  - k. Evidence of smoking within the Unit
  - l. Evidence of contraband within the Unit
  - m. Evidence of pets within the unit (unless approved in advance)
  - n. Bringing skis or ski boots or equipment into the upper living areas
  - o. Excess dish breakage beyond normal wear and tear
  - p. Makeup spills or smears on house linens or fabrics
  - q. If cleaning time exceeds the normal range, you may be charged for the extra expense
  - r. Evidence that additional guests (above number listed on first page of agreement) were staying in the Unit
  - s. Other items as may be included in the renter's Information Guide.

**Owner's Liability:**

- The Unit is PRIVATELY OWNED; the owners are not responsible for any accidents, injuries or illness that occurs while on the premises or its facilities. The owners or other homeowners of the Timber Lake properties are not responsible for the loss of personal belongings or valuables of the guest. By accepting this reservation, it is agreed that all guests are expressly assuming the risk of any harm arising from their use of the premises or others whom they invite to use the premise.
- We are not liable or responsible for any 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. This may incur an additional charge.

**Force Majeure:**

- Circumstances may arise beyond our control and contemplation in which the Unit may not be available for your arrival (such as destruction or severe damage to the property). In the event that performance becomes impossible or impractical especially as a result of an event or effect that the parties could not have anticipated or controlled, we will make every attempt to make satisfactory alternative arrangements where possible, or refund all monies paid. This will be the full extent of our liability in such circumstances.

**Written Exceptions:**

- Any exceptions to the above mentioned policies must be approved in writing in advance.

**Payment:** Checks are payable to: **783 Timber Lake**

**Mail To:** Michael Bergman  
380 Knowling Drive  
Coralville, IA 52241

**Questions?** Contact Erin at 319-594-9506 (cell)

By signing and dating this Guest Agreement, I agree that I have read and understand the rules and regulations and agree to the terms and conditions stated above. I certify that I am at least 25 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 required as a result of my stay, either during or after departure. I also release the owner and agents from any liability associated with this property.

Name (printed): \_\_\_\_\_

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

Welcome to 783 Timber Lake and we hope you enjoy your stay!