

FLORIDA KEYS RENTALS

POLICY, RESERVATION, DEPOSIT CONFIRMATION & CHECK-IN

DEPOSITS: The security deposit holds your reservation for you. Deposits are due within seven (7) days of booking. If deposits are not received within 7 days, we cannot continue to hold your reservation. If everything is left as you found it and no charges against the deposit have been incurred, a deposit refund will be issued approximately ten (10) days after departure. The security deposit is **NOT** part of the rent.

FINAL PAYMENT: Final payment consists of the calculated rent, plus 12.5% Florida Sales and Bed Tax. A \$25.00 Booking Fee and a Cleaning Fee which will vary depending on house size. Final payment is due **sixty days (60) prior to arrival**.

CONFIRMATION: Upon receipt of the security deposit you will be sent the reservation confirmation.

CANCELLATIONS: The deposit will be refunded minus a \$50.00 cancellation fee if you cancel at least sixty (60) days prior to your arrival. If you cancel less than 60 days prior to your scheduled arrival there will be **NO REFUND** of any monies, unless we can rent the property for same time period. We offer Vacation Rental Insurance from CSA Travel Protection. This insurance helps protect your vacation investment.

HURRICANE EVACUATION: Tenants agree to vacate the premises when a Mandatory Evacuation Order has been issued due to a pending hurricane. Within 30 days you will receive a refund for any remaining time on your reservation. To prevent loss of rental payments we strongly recommend purchasing CSA Travel Protection.

CHECK- IN INSTRUCTIONS: **Check-in time is 3pm on the first day of your reservation.** During times of high occupancy, **there is no guaranteed check in time.** Upon check-in you will be given a map, keys, directions and check out procedures. All of our homes are fully furnished with linens and house wares. Upon your arrival you may find this property has been listed for sale. Therefore, Florida Keys Rentals reserves the right to show this property to perspective purchasers. The tenant agrees to make the property accessible with a 24-hour notice.

LATE ARRIVALS: If you are arriving after 5pm, please call us 24 hours prior to your arrival. We will give you instructions for the key and map pick up. **Rent must be paid in full.**

CHECK OUT INSTRUCTIONS: **Check-out time is 10am on the final day of your reservation.** Special arrangements **MUST** be made in advance if you need a later checkout time, otherwise you will be charged for another night's rental. All furniture, fixtures and personal property should be returned to its original positioning, dishes washed and trash taken out prior to your departure or an additional charge will be assessed. Please secure the property and return all keys to the office.

KEYS: Keys will be issued at check-in. At checkout ALL keys must returned be to this office inside or in our drop box located outside our front door. **There will be a \$25.00 charge per key that is not returned at the time of checkout.** This will be taken from your security deposit.

UTILITIES: Utilities are furnished with each rental unit. Any excessive use will be debited to your security deposit. Violations of any local water restrictions/ordinances will be deducted from your security deposit. Be sure all faucets, air conditioners and TV's are turned off at the time of your departure. Please leave refrigerator on.

CLEANING: You will be charged a cleaning fee upon booking your unit. Cleaners DO NOT wash dishes or pick up trash around the house. **Please leave the house neat and orderly.** There will be a charge of \$15.00 per hour for any excessive laundry or cleaning. This will be charged to the security deposit. If you arrive early and the housekeeper is still cleaning the unit, you are not to enter the premises or place any personal belongings inside until she has completed the job.

PARKING/DOCKAGE: **REFERS TO KCB ONLY. Only one (1) boat and one (1) trailer allowed on property.** Please check with City Hall Key Colony on 305 289 1212 ext.0. You MUST register your trailer before Noon on Monday at City Hall. Each house has room for two (2) vehicles to park on the property. All vehicles must be 25 ft. away from center of line in road. No campers or RV's are allowed on the property at any time. Please be considerate of your neighbors parking and dockage space.

OCCUPANCY: Each house has its own limit of tenants allowed. One person permitted per 200 sq. feet. **EXCEEDING YOUR LIMIT WILL CAUSE IMMEDIATE EVICTION FROM THE PREMISES AND FORFEITURE OF ALL FUNDS.** We will be happy to accommodate you with 2 or more houses to fit your party's needs.

PETS: **Absolutely NO PETS allowed unless otherwise stated.** A limited number of units allow pets and restrictions may apply. Requests for pet allowances need to be made at the time of the reservation. There are no guarantees of availability. If allowed you will be charged non-refundable pet deposit which will vary depending on the unit you reserve. **YOU ARE REQUIRED** to provide, prior to arrival, your Pet's Medical Record. Bringing pets to a non-allowed rental unit will cause immediate eviction from the premises with forfeiture of **ALL** funds unless previously agreed upon with Management.

SMOKING: Smoking units are available upon request. A limited number of units are smoking. Requests for a smoking unit must be made at the time of the reservation. There are no guarantees of availability. Smoking in a non-smoking unit will cause immediate eviction from the premises with forfeiture of **ALL** funds.

IMPORTANT NOTICES: Florida Keys Rentals reserves the right to substitute comparable accommodations should your confirmed unit become unavailable due to unforeseen circumstances. However, Florida Keys Rentals cannot guarantee the rental rate. The tenant reserves the right to accept or refuse the substitute accommodations and rental rate. Florida Keys Rentals is permitted, at any reasonable time, to enter any part of the premises for the purpose of inspection or repairs.