

Deposit cannot be made by MasterCard or Visa. Personal or certified checks will be accepted.

Final Payment and payments due in full at time of booking can be made with a MC/Visa.

BALANCE is due sixty (60) days prior to arrival and may be paid by personal, certified check or MasterCard or Visa. If reservation is made less than 60 days prior to arrival, payment is due in full, and can be paid with Mc/Visa or certified funds.

Damage/Electric/Telephone Deposit: \$500.00. (Take at time of check in)

May be placed on a credit card voucher and held until after telephone or electric bill has arrived. Please refer to Terms and Conditions regarding the damage/security deposit.

Check in time is between 2:00 P.M. and 5:00 P.M. At the offices of P.P.C.R... Inc., located at 520 Southard St., Key West. If you will be arriving outside of these times, we will make arrangements for you to pick up the keys. Any other check in times must, in writing, with this office at be arranged at least seven days prior to arrival.

NO CHECK-INS AFTER 11: 00 P.M, unless advanced notice is given.

Check out time is between 9:00 A.M. and 10:00 A.M. At the offices of P.P.K.W. Inc., located at 520 Southard St., Key West. NO LATE CHECK OUTS. NO EXCEPTIONS.

Your reservation will be held for ten (10) days. Deposits must be received within ten (10) days from date of reservation

TERMS AND CONDITIONS AND FREQUENTLY ASKED QUESTIONS (applies to reservations less than 28 days):

Reservations: (applies to reservations less than 28 days): A 50% deposit plus \$27.50 processing fee is required upon reservation to hold the property. The balance is due in full 60 days prior to arrival. If reservation is more than 60 days prior to arrival the deposit must be in the form of a check or certified funds. If less than 60 days prior to arrival, certified funds or MC/Visa are required.

Cancellation Policy (applies to reservation less than 28 days) :

Cancellation of more than 60 days prior to arrival will receive a full refund less a \$75.00 processing fee. NO cancellations made 60 days prior to arrival. No Refunds will be given. No refunds for early departures from properties. TRAVEL INSURANCE AVAILABLE FOR PURCHASE OF 7% of total reservation amount.

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TERMS AND CONDITIONS AND FREQUENTLY ASKED QUESTIONS (applies to reservations 28 days or longer)

Reservations (applies to reservations 28 days or longer):

A 50% deposit plus \$27.50 processing fee is required upon reservation to hold the property. The balance is due in full 90 days prior to arrival. If reservation is more than 90 days prior to arrival the deposit must be in the form of a check or certified funds. If less than 90 days prior to arrival, certified funds or MC/Visa are required.

Cancellation Policy (applies to reservations 28 days or longer):

Cancellation of more than 90 days prior to arrival will receive a full refund less a \$75.00 processing fee. NO cancellations made 90 days prior to arrival. No Refunds will be given. No refunds for early departures from properties. TRAVEL INSURANCE AVAILABLE FOR PURCHASE OF 7% of total reservation amount.

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What is supplied at the property? What do I need to bring? Please refer to the individual property profile for specific information. Properties are individually owned. The following will be provided at every property:
Linens for every bed & sleep sofa, bath towels, kitchenware & cookware, coffee maker, toaster and, color cable television

Many properties supply: Barbecue grill, microwave, stereo, VCR.

Suggested Items to Bring: Beach towels, beach lounge chair, hair dryers, and CD player.

Owner/Agent is not responsible for loss or theft or personal injuries of guests and their guests.

Preferred Properties Coastal Realty, Inc. is an agent for the owner.

Advance deposits and cash security deposits will be placed in an interest bearing account at TIB Bank of the Keys. Interest accrued will belong to Preferred Properties Coastal Realty, Inc.

MONTHLY RENTALS: 28 days. Rentals to begin on the 1st of the month and end the last day of the month.

\$100.00 CAP ON ELECTRIC PER MONTH. THE DIFFERENCE WILL BE DEDUCTED FROM YOUR SECURITY DEPOSIT.

This agreement is subject to the laws of Florida, the provisions of Statute 509 and all local and state taxes.

TENANT shall not assign this lease or sublet the premises or any part thereof. Any unauthorized transfer of interest by the TENANT shall be breach of this agreement, and will be asked to depart the property with out a refund.

The home that you have rented is located in a residential neighborhood. Please be respectful of your neighbors most of them are full time residents. The City of Key West does have a noise ordinance and if the police are called you may be asked to leave the property. No refunds will be issued.

PETS are NOT allowed.

Cleaning: The property will be clean upon arrival and will be cleaned after your departure. Guests are asked to maintain general housekeeping practices during their stay, using the washer/dryer and dishwasher as needed. Excessive and out of the ordinary cleaning will be charged to the guests against their security deposit. If you wish to have additional cleaning during your stay, we must have at least 48 hours notice, and a date and time will need to be set in advance. The cleaning expense is \$25.00 per hour: min of 2 hours billed to the guest, and must be paid at the time of the service.

We reserve the right to substitute "Like Kind" properties if emergency warrants such.

HURRICANE POLICY: If you have arrived on the island, and there is a mandatory evacuation, you must leave the island. .P.C.R.I will not provide any refunds. Travel Insurance must be purchased in order to receive a refund due to a Hurricane.

MANDATORY EVACUATIONS: You must leave the island. P.P.C.R. is not responsible if you stay. IF YOU HAVE PURCHASED THE TRAVEL INSURANCE PLEASE CONTACT TRAVEL INSURANCE PROVIDER FOR REFUND. P.P.C.R.I will not provide any refunds. Travel Insurance must be purchased in order to receive a refund due to a Hurricane.

Preferred Properties Coastal Realty, Inc. is unable to rent to persons under 25 years of age. **NO EXCEPTIONS!** Any student group arriving will be denied access to the property and will forfeit their deposit. The **MAXIMUM** number of occupants is two per bedroom, **NO EXCEPTIONS.**

DAMAGE DEPOSIT: Guests are asked to maintain the property in the condition it was found. All guests agree to place a damage deposit on the property to pay for excessive cleaning charges or damage to the property or its contents during the guest's stay. The damage deposit will be held until after the last electric bill (Applies to all rentals 28 days or longer) is received and any charges owed by guests are deducted.

TELEPHONE SERVICE: Local calls are free. Guests agree to use their own calling cards for long distance service. Guests agree that any long distance charges placed on the owner's telephone bill will be billed to the guest along with a \$25.00 processing fee which will be payable from the Guest's security deposit. By signing this contract, guests agree to pay for applicable telephone charges and processing fee.

DSL internet service: Many of our properties are not equipped for wireless or DSL service. If you wish to have DSL Service please let us know at least 30 days in advance. Preferred Properties Coastal Realty Inc. charges a non refundable service charge of \$25.00 per set up. You (Guest) is responsible for any cost incurred for installation, cancellation, and service fees that BellSouth or Comcast Cable charges. (This is only available on rentals 28 days or longer), and must have approval from the owners prior to setting up service. Preferred Properties is not responsible for any damages or charges incurred with the DSL service.

*****ALL PROPERTIES ARE NON-SMOKING. SMOKING IS PERMITTED OUTSIDE ONLY.*****

Guest Signature _____

VISA/MASTERCARD _____ **Exp.Date** _____ **SecCode** _____
(Optional)

Cardholder's BILLING ADDRESS _____

Card Holders billing Zip code _____

Authorized Signature of card holder _____ **PRINT Cardholder's Name**

About the property you rented.....

After arrival make your self at home and find where all the light switches are, the dishes are located, the nearest exit in case of an emergency...etc.

Whatever you find on the property you are welcome to use, but what you find on the property should stay in the property, **nothing** should ever leave the property.

Remember that you are on a tropical climate and all food should be put away and counter tops cleaned after each use, or the **ants will come.**

Hand soap and limited cleaning supplies are provided. If you need anything additional please feel free to purchase items that youøll need.

This is a non ósmoking home, please smoke outside.

Please do not place bicycles inside the house, they damage the floors and bang up the walls. Please secure your bicycle outside.

Remember this property you have rented is someoneø home; please treat it as you would your own. Likewise if there is something that you need please feel free to call our office. We hope to accommodate your needs and make your stay a pleasant one.

Before checking out....

Check out time is 10:00AM. Late check-outs will result in an additional days rent.

Please take all garbage, and recycling out of the house.

Please wipe down the kitchen counters and put all dishes in the dishwasher and start.

Please check that the air-conditioners are set to 82 degrees

Please start a load of towels, or sheets.

Please make sure that all doors and windows are locked.

Please drop off the keys upon your departure at our office located at **520 Southard Street.** If we are not open drop in mail slot at bottom of door.

Any excessive cleaning will be charged \$350.00 against your security deposit

Thank you for staying with us and we hope to see you in Key West again very soon!

Tenants Signature _____ Date _____

Print Name _____