

Cottage #1 2027 Rental Agreement

Requested rental week(s) _____

Rented To: _____ PHONE: _____

ADDRESS: _____ CELL: _____

CITY/STATE/ZIP: _____ EMAIL: _____

Please contact us with any questions (603) 724-0490

1. CHECK-IN TIME IS 3:00 PM - We make every effort to have the premises ready for Guest occupancy at check-in time, but sometimes there may be circumstances beyond our control that may delay the normal time. Please do not ask to check-in earlier than 3:00pm.

2. CHECK-OUT TIME IS 11:00 AM - This is strictly enforced so that there is adequate time to prepare the cottage for the next guest.

3. RESERVATION REQUIREMENTS – The security deposit of \$200 is due at the time of initial booking. This security deposit is maintained throughout the years as long as you continue to rent a cottage from us. 50% of the total rental fee is due upon reservation. Balance is due by February 15th. If reservation is made after February 15th, then the entire rental amount is due at the time of reservation. We cannot accept checks on reservations made less than 14 days before arrival. Please reference reservation dates and cottage number when sending check or money order. Upon receipt of deposit; confirmation and directions to the vacation cottage will be mailed, or emailed based on your preference.

4. SECURITY DEPOSIT – A security deposit of \$200 is charged to ensure against property damages. Security deposits will be returned by check within 1 week of your departure provided that you checkout by 11:00 AM and there is no breakage or damage to the premises and or contents, or cleaning costs other than those normally incurred in connection with the occupancy of the premises. Having to clean carpets is not customary and may be deducted from the deposit. Guest(s) acknowledges Owner(s) authority to deduct for damages to the cottage occupied by the Guest(s). Each Guest will be financially responsible for damage done to the cottage beyond normal wear and tear. If there is damage to the cottage, after the Guest(s) departure, the Guest will be notified of any excessive cleaning needed or damages made and the amount will be deducted from the security deposit. Owner will pursue collection to the fullest extent. Guest(s) will be responsible for any damage caused by all occupants during their rental period. *All security deposits and rental payments will be held in an account which is or may be, interest bearing. Any interest earned will be applied to cover banking fees.*

5. CANCELLATION - A \$50.00 administration fee is assessed for all cancellations. In addition, if Guest(s) cancel after reservation, Guest(s) will forfeit any monies held for security deposit or advance payment unless the cottage is re-rented for the same time period. **If cottage is re-rented, only the \$50.00 admin fee will be assessed.**

SEND CANCELLATION REQUESTS IN WRITING TO:

Chuck & Julie Converse

135 West Shore Road

Bristol, NH 03222

or Email: newfoundmemoriesnh@gmail.com

6. RESERVATION CHANGE FEE - All reservations that need date and or cottage changes are subject to a non-refundable \$50.00 rescheduling fee per change. You must make changes sixty (60) days or more prior to your arrival date.

7. NO SHOW POLICY - The total amount of the reservation period will be charged.
8. RETURNED CHECKS - A \$50.00 service charge will be incurred for any returned checks.
9. CONFIRMATION - Confirmation of the reservation will be mailed, or emailed to Guest(s) upon receipt of the security deposit and half of the total rental amount. Please read the confirmation for accuracy of dates, mailing address, number of adults and or children and accommodations. Any errors must be directed to the Owners within seven days of mailing. Pay close attention to the number of persons on the confirmation and rental agreement. Occupancy whether overnight or for a few hours is restricted by the limits set for each cottage (infants count as an occupant).
10. KEYS – Upon check-in, you will be provided with two keys to the cottage. There will be a \$75.00 fee for keys not returned to the owner.
11. CABLE TELEVISION - All cottages have one TV in the living room. A channel listing is provided on the end table under the remote. We subscribe to extended basic cable. Please do not change the channel on the TV.
12. PHONE CALLS – Cell service is available on the property. For emergency purposes, if you do not have cell service, you may use the phone at the main house.
13. SMOKING - Smoking is not permitted inside any of the cottages (this includes the three-season porch). Outside smoking is permitted but please do not litter. Please properly dispose of all smoking material in one of the conveniently located smokeless receptacles. The smoking of illegal substances is not permitted anywhere on the property. Failure to obey this rule will result in loss of security deposit and you may be asked to leave.
14. PETS - You acknowledge that **NO PETS** are allowed in or on the premises.
15. ROW BOATS – These are only to be used by renters that need to get to their boat that is on a mooring. Use is at your own risk and you should observe all safe boater guidelines. By signing this document, you acknowledge that you have waived all liability rights should an injury or accident occur. When finished with row boats and life jackets please store back where you retrieved them from.
16. WATER AND SEPTIC – This cottage has town supplied water and not a well or private water supply. This cottage is on a septic system. The septic system is very effective; however, it will clog if improper material is flushed. **DO NOT FLUSH** feminine products, baby wipes, tissues, paper towels, diapers or cleansing wipes. In addition, strong chemicals should not be flushed at any time. Only the septic safe toilet paper that is supplied should be utilized. It is not necessary to use excessive amounts of toilet paper and young children should be monitored for their usage. If it is found that any of the above-mentioned items have been flushed in the septic system, you could be charged damages of up to \$1,000.
17. LINENS & TOWELS - Bed linens, comforters, blankets, pillows, bath towels, dish towels and beach towels are not supplied. Each cottage has two full size beds, the sofa in the living room opens to a full-size bed and there is a daybed on the three-season porch.
18. RATES - Bed linens, comforters, blankets, pillows, bath towels, dish towels and beach towels are not supplied. Each cottage has two full size beds, the sofa in the living room opens to a full-size bed

May 1st through June 11th - \$1,200 per week, plus 8.5% NH Rooms Tax

June 12th through September 3rd - \$1,750 per week, plus 8.5% NH Rooms Tax

September 4th through October 16th - \$1,200 per week, plus 8.5% NH Rooms Tax

Nightly rates are also available during the months of May, June, September & October
(a two-night minimum is required)

19. CLEANING REQUIREMENTS – There is a \$100 cleaning fee per rental. Guest(s) are required to leave the property in the same general condition it was when Guest(s) arrived. Dishes should be cleaned and put away. The refrigerator should be empty and cleaned. All trash including used bar soaps should be bagged and placed in the trash receptacles behind the cottage. Cottage should be swept/vacuumed. Owner(s) will dust and sanitize the house. If additional cleaning is required, appropriate charges will be deducted from your security deposit.

20. CHECK OUT PROCEDURES - The following items must be complied with before check out or Guest(s) shall forfeit his/her security deposit:

- (a). Dishes, pots, pans, silverware, and utensils must be washed; dried and put away (Do not leave in dishpan or dish drainer) and the stove/oven shall be left in a clean condition.
- (b). Refrigerator should be left clean and free of food and freezer free of bags of ice and ice packs.
- (c). Fans or wall heater off.
- (d). All trash put in outside garbage cans behind the cottage and it must be bagged.
- (e). Property should be left neat and in order (same condition it was when Guest(s) arrived).
- (f). Check out time is 11:00 A.M.
- (g). Please leave cottage unlocked and leave keys on the three-season porch table.

21. REPAIRS ~ SERVICE CALLS~ REFUNDS – Owner(s) cannot guarantee against mechanical failure of TVs, internet service, DVD Players, or other appliances. Please report any inoperative equipment to our office immediately. Owner(s) will make every reasonable effort to have repairs done quickly and efficiently or move Guest(s) to a different cottage if possible. Should a repair person make a call to a cottage and find that the equipment is in working order and the problem was due to the Guest(s) oversight or neglect, the charge for service will be the Guest(s) responsibility. No refunds or rent reductions will be made due to failure of appliances or equipment. All maintenance requests must be reported to the office between 9 AM and 5 PM. (Owner(s) answers the phone 24 hrs. 7 days a week. PLEASE do not put off notifying us immediately as it could hinder us getting the repair done quickly!). Guest(s) understands and agrees that Owner(s) may enter the cottage at any time for the purpose of making needed repairs.

22. HOUSE PARTIES & DAY GUESTS – **HOUSE PARTIES ARE NOT ALLOWED!** Occupancy and use of premises shall not be such as to disturb or offend other guests or owner(s). *The use of tents and campers of any sort are prohibited on property.* The use of firearms, fireworks or any illegal items is strictly prohibited. Day guests are not allowed. Maximum occupancy of each cottage is six individuals
Renter(s) certifies that they have read carefully the limitations placed on the number of persons permitted to occupy the premises, and agree to abide by such limitations: if not, Renter(s) will be asked to vacate the property which will result in loss of total rent and security deposit with no refund.

23. QUIET HOURS – For guest(s) enjoyment and the enjoyment of others, please respect quiet times between 11pm and 8am.

24. RIGHT OF ENTRY - Guest(s) agree that the owner(s) reserves the right to enter the cottage anytime to investigate disturbances, check occupancy, check for damage, to make such repairs, alterations or improvements as owner(s) may deem appropriate. When appropriate, advance notice will be given.

25. LOST & FOUND - You should check all drawers, and under beds prior to check out for your personal belongings. If any item is left behind and found by the cleaner(s), it will be brought to our office. We will attempt to contact you about the found item and the item can be packaged and returned to you with applicable shipping charges. All items not claimed within 30 days of departure will be donated to charity.

26. BOATING / FISHING & DOCK USE – All Guest(s) boating will hold their own boater’s insurance and will have taken the NH Boater’s safety course (or equivalent). If requested by owner(s), they must show proof of insurance and NH Boater’s safety certificate (or equivalent). Any guest that wishes to fish may do so from the dock, or their boat, but must have a NH state fisher’s license when required by law and must follow safe fishing rules at all times. Anyone not using safe practices may be requested to no longer fish from the dock. Dock use is for loading and unloading of boats. **Jumping or Diving off of the dock is not allowed.**

27. INDEMNIFICATION AND HOLD HARMLESS – Guest(s) agree to indemnify and hold harmless the Owner(s) for any liabilities, theft, damage, cost or expense whatsoever arising from or related to any claim or litigation which may arise out of or in connection with Guest(s) use and occupancy of the cottage including but not limited to any claim or liability for personal injury, death or damage or theft of property which is made, incurred or sustained by Guest(s) while renting the cottage and using the premises.

I acknowledge that I have read and understood this rental agreement and the cottage rules and regulations:

Signature of Renter

Date

Printed Name

Name of all Occupants of the Cottage:

Payment Methods Accepted: Personal Check, Money order, Bank Check, or Venmo @Julie-Converse-1

Please send your signed rental agreement and payment to:

Payable to: Chuck and Julie Converse

Mail to: 135 West Shore Road
Bristol, NH 03222