

Sunset Cottage Billing Statement

Dear Guest,

Thank you for choosing the Sunset Cottage for your vacation. We hope that you have a pleasant stay.

The Sunset Cottage is located at:

778 Ridge Drive
Cadiz, Kentucky 42211

The Business Office is located at:

6501 Nokomis
Lincolnwood, IL 60712

Telephone Numbers:

Phone 847-679-0005
Fax: 847-679-8234 (Dedicated Fax Number)
Cell: 312-479-7171

Your confirmation is as follows:

Check-in date: _____ after ____pm CST (No early check-in please)

Check-out date: _____ by ____am CST

Number of adults: _____

Number of children: _____

Pets: _____

Your deposit of \$500.00 has been paid.

Rental rate and fees are as follows:

Rent	\$ _____
Accommodation Tax	\$ _____
Boat Dock Fee	\$ _____
TOTAL Due	\$ _____

The total payment is due on or before: _____

Please sign and return the attached rental agreement. As soon as I receive your full payment, I will send the key/provide instructions for entry to the Sunset Cottage, and password for WIFI.]

Thanks, and have a great vacation!

Sunset Cottage Rental Agreement

Sunset Cottage

6501 Nokomis

Lincolnwood, IL 60712

This Short Term Rental Agreement (the "Agreement") is made by and between Sunset Cottage ("Homeowner") and _____ ("Guest") as of the date last set forth on the signature page of this Agreement (guest must be age 26 or older).. For good and valuable consideration, the sufficiency of which is acknowledged, the parties hereby agree as follows:

1. Property: The property is located at 778 Ridge Drive, Cadiz, Kentucky 42211
The property is furnished and includes WIFI, fully equipped kitchen, charcoal grill, bedding, towels, and many other home amenities.

2. Rental Party: The rental party shall consist of Guest and the following persons:

Guest: _____ Address: _____

Phone: _____ E:mail: _____

Other persons in party: _____

3. Maximum Occupancy: The maximum number of guests is limited to 14 persons.

4. Term of the Lease: The lease begins at 4 P.M. on _____ (the "Check-in Date") and ends at 10 A.M. on _____ (the "Checkout Date").

5. Minimum Stay: This property requires a 3 night minimum stay. Longer minimum stays may be required during summer season and holiday periods. If a rental is taken for less than 3 days, the guest will be charged the 3-night rate.

6. Rental Rules: Guest agrees to abide by the Rental Rules attached as Exhibit A at all times while at the property and shall cause all members of the rental party and anyone else Guest permits on the property to abide by the following rules at all times while at the property.

7. Access: Guest shall allow Homeowner, and, or designated persons access to the property for purposes of repair and inspection. Homeowner shall exercise this right of access in a reasonable manner..

8. Rental Rate and Fees:

Deposit: A deposit of \$ 500.00 is due on date of reservation.

A:.The deposit is for security and shall be refunded within **10** days of the Checkout Date provided no deductions are made due to:

- i. damage to the property or furnishings
- ii. dirt or other mess requiring excessive cleaning; or
- iii. any other cost incurred by Homeowner due to Guest's stay, and receipt of property key.

If the premises appear dirty or damaged upon Check-in, Guest shall inform Homeowner immediately.

B.. Rental Rate. Payment in full of the following fees shall be due within **10** days of the Check-in Date:

Rent \$ _____
Security deposit \$ 500.00
Accommodation tax \$ 1 _____
Boat Dock (charge \$100.) (y or n) \$ _____

9. Cancellation Policy: If Guest wishes to cancel his/her reservation, the deposit will be refunded as follows:

100 % if canceled **60** days prior to the Check-in Date

50 % if canceled 30 days prior to the Check-in Date

10. Insurance: We encourage all renters to purchase traveler insurance. Below are some references you may contact to purchase such insurance:

www.insuremytrip.com or www.travelinsured.com

11. Payment: Acceptable payment methods are [personal check or credit card]. If you wish to use a credit card, please provide the following information.

Name on credit card: _____ Type: _____

Credit card billing address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Mobile Phone #: _____

Credit Card Number: _____

Exp date: _____ CVV (Security) Code: _____

Please provide a copy of credit card and picture ID.

By my signature below, I hereby give permission to charge my credit card for the amounts above. I agree that all rental monies are non-refundable per cancellation policy above. I have read my rights to purchase travel insurance.

This agreement (a) shall be governed the laws of the State of Kentucky (other than the conflicts of laws provisions thereof) and Guest hereby consent to the jurisdiction of the Federal or State courts in Trigg County, and waive any jurisdictional, venue or inconvenient forum objections thereto. The parties agree to the terms of this Short Term Rental Agreement, as evidenced by the signatures set forth below.

**Sunset
Cottage:**

Guest:

Signature: _____

Name (printed): _____

Date: _____

Phone number (during stay): _____

Exhibit A

Rental Rules

1. Smoking is NOT allowed.
2. People other than those in the Guest party set forth above may not stay overnight in the property. Any other person in the property is the sole responsibility of Guest.
3. The Sunset Cottage is privately owned; the owners are not responsible for any accidents, injuries or illness that occurs while on the premises or its facilities. The Homeowners 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.
4. Keep the property and all furnishings in good order.
5. Only use appliances for their intended uses.
6. PETS are permitted only with prior approval and the **Pet Addendum** must be completed.
7. Parking: Parking is limited to six (6) vehicles. Vehicles are to be parked in designated parking areas only. Parking on the road is not permitted. Any illegal parked cars are subject to towing; applicable fines/towing fees are the sole responsibility of the vehicle owner.
8. Housekeeping: There is no daily housekeeping service. While linens and bath towels are included in the unit, daily maid service is not included in the rental rate. We suggest you bring beach towels. We do not permit towels or linens to be taken from Sunset Cottage.
9. House Parties: House parties are not allowed. In the event a house party occurs at the Sunset Cottage during your stay the Homeowner has the right to have the Guest and their entire party moved from the premises immediately. Guest will be charged for the full term of the Sunset Cottage Rental Agreement and for all clean up and damage costs.
10. The boat dock on the perimeter of my property does not belong to 778 Ridge Dr.. It is private property. If you did **not** rent the dock prior to your stay, you do not have access to the dock, for any reason.
11. Upon departure and before vacating from the Sunset Cottage Guest shall:
 1. Clean out refrigerator. Leave no food or drink in it.
 2. Empty all trash into outside cans and place cans near water meter box in front of house. All trash must be in trash bags. On Thursday night please place trash can near the street as trash pickup is early Friday mornings.
 3. Clean stove top, counter tops, and sinks. Wipe all surfaces so that they are free of grease and food. If used please clean the BBQ grill.
 4. Pile used linens in a pile on bedroom floors. If you change bed linens or use excess towels please wash and dry them.
 5. Close and lock all windows and doors.
 6. Put keys back in key box if removed.
 7. Return mailed key back to Sunset Cottage Homeowner in envelope provided.

Boat Dock Addendum

A boat dock is available for rent if you desire. It is located on the edge of the property. This dock is the property of 782 Ridge Dr. If you desire to have a dock for the rental date, there is an additional \$100 charge that is paid to the owner of 782 Ridge Dr. The dock is conveniently located approximately 75 feet down from the house. The walk to the dock does have an incline.

Rules of the Dock Rental are as follows:

- 1) The dock must be kept clean and free of debris at all times..

- 2) You must park your boat on the outside of the dock (far side from the house).

- 3) The dock may or may not be shared during your rental time with the adjacent rental property guests of 782 Ridge Dr.

I (we) agree to the above items in regards to renting the dock owned by 782 Ridge Dr. I (we) will assume all risks when using the dock and agree that the security deposit provided in this rental agreement may be used if damages occur to the dock of 782 Ridge Dr. or if the above agreements are not met. The Corps of Engineers adjusts the water levels of Lake Barkley. The Lake has lower water levels starting late summer/fall. Please check your draft and the current depth carefully when out of the channel (to and from the dock). The owners of 728 Ridge Dr., the owners of the docks and the owners of 778 Ridge Dr. are not responsible for any damages to persons, boats, or motors.

Guest (Sign)

Date

Landlord/Owner (Sign)

Date

Pet Addendum

It is hereby agreed by and between Sunset Cottage (Homeowner) and _____ (Guest) that homeowner will allow guest to have the following described pet and no others in the vacation home upon and subject to the terms and conditions of the rental agreement and this addendum.

The permission granted herein shall be limited to a certain pet as described below:

Type of Pet: _____ Name: _____
Color: _____ Weight: _____
Age: _____ Sex: _____

Guest hereby agrees to comply the following:

1. All pets must comply with the following specifications (documentation from an accredited veterinarian must be provided by Guest upon request):
 - a. May not exceed 100 lbs.
 - b. Must be at least 1 year(s) of age or older.
 - c. Must be spayed or neutered.
 - d. Must be up-to-date on rabies vaccinations and all other vaccinations. Heart worm preventive is highly recommended.
2. All pets must be leashed at all times when outside.
3. Guest is responsible for cleaning up any/all pet refuse.
4. Pets are not allowed on furniture at any time. Any evidence of pets on furniture may incur extra cleaning fees.
5. All pets are to be treated with a topical flea and tick repellent ten (10) days prior to arrival. Fleas and ticks are very rampant in this area and can cause harmful/fatal illness to humans and pets.
6. Pet must not cause damage to premises or furnishings. If damages are caused, the cost of the damage may be deducted from security deposit.
7. Guest should prevent pets from producing excessive noise at a level that disturbs neighbors.
8. Pet will not be left unattended for an undue length of time, either indoors or out. Pet will not be left unattended on balcony, patio, or porch.
9. Homeowner assumes no responsibility for illness or injury that may incur to pets or humans while on the premises.

The Guest shall be solely responsible for the pet while on the property.

Sign _____ Date _____