

# **Our Condo at Northstar-at-Tahoe**

## **Deposit and Rental Agreement**

*Complete this form after your requested dates have been confirmed.  
To confirm dates of your choice please refer back to the Contact Us form.*

### **Security Deposit**

1. Your reservation for our Northstar condo is confirmed and will be held for you upon receipt of your security deposit in the amount of \$300.00.
2. Overnight service, such as Fed Ex or UPS Next Day Service, should be used to send the deposit, rental fee if due, and this agreement.
3. You will ensure that the entire deposit is refunded to you by not damaging the condo in any way, completing all of the checkout directions and returning the keys to us through the mail.
4. Any costs that we incur correcting any damages, replacing keys, extra cleaning charges, and the like will be deducted from your deposit. This rarely happens as our guests take excellent care of the condo.
5. There will be a charge of \$25.00 for any returned checks.

### **Cancellation Policy**

1. We must receive your written cancellation at least 60 days prior to your arrival in order for you to receive a refund of your security deposit and rental fee.
2. If we receive your written cancellation notice less than 60 days prior to your scheduled arrival date, your security deposit and rental fee will not be refunded unless we are able to rent the condo for an equal or greater length of time. Any advertising costs to re-rent the condo will be deducted from your deposit.
3. All cancellations shall be charged a \$25.00 service fee.

### **Rental Party Information**

Date of Arrival (after 4 p.m.) \_\_\_\_\_ Departure (by 11 a.m.): \_\_\_\_\_  
Total number of nights: \_\_\_\_\_ Number in party: Adults: \_\_\_\_\_ Children (18 and under): \_\_\_\_\_  
Each vehicle must have a parking permit. Indicate the number you will need: \_\_\_\_\_  
Two condo keys are provided. If you need more, indicate the number of additional keys: \_\_\_\_\_

### **Rental Fee Calculation**

\$ \_\_\_\_\_/night x \_\_\_\_\_ (# of nights) = \_\_\_\_\_ + (10% tax) = \_\_\_\_\_ Total Rental Fee

The total rental fee is due no later than 60 days prior to your scheduled arrival date. For reservations made within 60 days of the scheduled arrival date, the rental fee is to be mailed with your security deposit.

### **Agreement and Information**

I have read the deposit and rental agreement and agree to the terms and conditions.

Printed Name: \_\_\_\_\_

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

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

Driver's license No. \_\_\_\_\_ ST \_\_\_\_\_

Home address \_\_\_\_\_

City: \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

Person to contact in case of emergency:

Name: \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_

### **Complete and Mail**

Please complete this agreement, and mail it with your \$300 security deposit (and rental fee if due) to:

John and Nancy Villarreal  
17060 High Pine Way  
Castro Valley, CA 94546

Tel. 510.538.0607

*Please retain a completed copy of this agreement for your records.*