

## ***Rental Agreement***

### ***Villa Terra Bella***

**8519 Starr Road, Windsor, California 95492, Phone 707 -838-3048.**

1. CHECK-IN TIME IS 4 P.M. PST AND CHECK-OUT IS 11 A.M. PST.  
Early Check-in or late check-out inquiries welcome. Must be approved in advance by Owner
2. This is a NON SMOKING property. NO SMOKING ALLOWED IN UNITS
3. Pets are permitted with approval by Owner and \$50 pet fee and damage waiver.
4. DAMAGE FEE- A damage fee will be collected if damage is done to unit or its contents, beyond normal wear and tear.
5. PAYMENT – An advance payment equal to one night of the rental rate is required to hold the reservation. The advance payment will be applied toward the room rent. Please make payments in the form of personal checks payable to Villa Terra Bella. Credit cards are accepted – an invoice is sent by Owner through PayPal to the Renter.  
The BALANCE OF RENT is due thirty (30) days before your arrival date.
6. CANCELLATIONS – A thirty (30) day notice is required for cancellation. Cancellations that are made more than thirty (30) days prior to the arrival date will incur a \$50 administrative penalty. Cancellations or changes that result in a shortened stay, that are made within 30 days of the arrival date, forfeit the full advance payment. Cancellation or early departure does not warrant any refund of rent or deposit.
7. MAXIMUM OCCUPANCY- The maximum number of guests in the main house is eight (8) adults and four (4) adults in the cottage. Additional guests must be approved by the Owner prior to arrival. Failure to comply will result in immediate forfeit of reservation, all payments and immediate removal from the property. Reservation is only for sleeping rooms only. This rental agreement does not include a party of any sort.  
  
Parties and events are subject to separate rates and agreement which must be approved by the Owner at least 6 weeks prior to arrival. Parties require a 50% deposit and 60 day full payment / cancellation.  
  
THIS PROPERTY REQUIRES A TWO (2) NIGHT MINIMUM STAY (3 NIGHT MINIMUM DURING HOLIDAY PERIODS).
8. ADDITIONAL FEES – One time cleaning fee (\$100 main house, \$50 cottage), Sonoma County Occupancy Tax (9%).
9. NO DAILY MAID SERVICE – While linens and bath towels are included in the unit, daily maid service is not included in the rental rate however is available at an additional rate.
10. RATE CHANGES – Rates subject to change without notice.
11. FALSIFIED RESERVATIONS – Any reservation obtained under false pretense will be subject to forfeiture of advance payment, deposit and/or rental money, and the party will not be permitted to check -in.
12. WRITTEN EXCEPTIONS – Any exceptions to the above mentioned policies must be approved in writing in advance.

I agree that all rental monies are non-refundable per cancellation policy above. By Signing Below, I agree to all terms and conditions of this agreement.

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