



VACATION RENTALS

One Gate Six Road, Suite 202 Sausalito, CA 94965 www.media3.cc/houseboat.htm
susan@media3.cc 415-272-0487 or 415-632-0372 Toll Free or Fax 800-360-7305

Guest Name

Cell Phone

Guest Address

Dear Guest,

Thank you for choosing **14 West Pier, Sausalito** for your vacation. We hope that you have a pleasant stay. Should you need anything or have any questions before you arrive, please email us at the above address. We will send you directions and lock box information upon receipt of the agreement. During your stay you can call Martin at (415) 632-0372. He is available to help you with anything he can during your stay.

The property is located at: **14 West Pier, Kappas Marina Sausalito, CA 94965**

Your confirmation is as follows:

Check-in date: at or after 3 PM (No early check-in please unless pre-approved)
Check-out date: by Noon

Number of adults:
Number of children:

Your deposit of \$25% of total, including tax) is due upon return of the agreement.

Rental rate and fees are as follows:

\$ 495 per night x	nights =	\$	
Cleaning fee \$ (100)		\$	(Only if less than a 3 night stay)
Marin Occup/Hotel tax 10%		\$	
Total Rent		\$	
Less 25% Deposit		\$	
TOTAL DUE ON ARRIVAL		\$	

Upon receipt of this agreement from you we will charge your credit card for the deposit and will send you directions and the entry code .
The payment of the balance is due on or before your arrival date and will be charged to your credit card on arrival date.

SHORT TERM RENTAL AGREEMENT

This Short Term Rental Agreement (the “*Agreement*”) is made by and between Media3/Susan McCubbin (“*Owner*”) and (“*Guest*”) as of the date last set forth on the signature page of this Agreement. For good and valuable consideration as shown on the attached page 1, the parties hereby agree as follows:

1. Property. The property is located at:

14 West Pier, Kappas Marina, Sausalito, CA 94965

The property is furnished and includes complete furnishings and appliances and other items such as all linens, towels, soap, shampoo, conditioner, hair dryers, guest robes etc.]

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

3. Maximum Occupancy: The maximum number of guests is limited to 6 persons. An additional charge of \$25 per person per night for guests in addition to 4 will be assessed.

4. Term of the Lease. The lease begins at 3 p.m. on (the “*Check-in Date*”) and ends at 12 Noon on (the “*Checkout Date*”).

5. Minimum Stay: This property requires a 2 night minimum stay. Longer minimum stays may be required during holiday periods. If a rental is taken for less than 2 days, the guest will be charged the one night rate of \$525.

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 access to the property for purposes of repair and inspection. Homeowner shall exercise this right of access in a reasonable manner.

8. Cancellation Policy: If Guest wishes to cancel his/her reservation, the deposit will be refunded as follows: 50% if cancelled 30 days prior to the Check-in Date 75% if cancelled 60 days prior to the Check-in Date

9. Insurance: We encourage all renters to purchase traveler insurance. Here is a link to purchase such insurance (<http://www.insuremytrip.com/plans/index.html>)

10. The customer hereby agrees to release Owner from any and all liability that may result from the use (or misuse) of houseboat, including incidental, consequential or direct damage or expense.

11. Payment: We accept Credit Cards to reserve and pay your deposit but require a check to be sent to us that arrives to us by your check in date. If you wish to use a credit card for your deposit, please provide the following information. (Note that your reservation isn't confirmed until we receive the deposit, so we recommend the use of a credit card for your deposit)

Exhibit A

RENTAL RULES

1. Smoking is allowed outside only on decks. Ashtrays are provided.
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 houseboat 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. Parking : You may park in the main parking lot during the day, up to 10 PM. The Marina does not allow overnight guest parking - only cars with Marina issued parking stickers. They will put a tow away notice on your car if it is there before 6AM. We don't know of any cars that have been towed, so if you don't mind getting a notice and want to risk it, it is entirely your risk.
Parking is available and allowed on the street by the main lot, in the shopping center lot and all along the road across from the houseboats.
7. Housekeeping : While linens and bath towels are included in the unit, daily maid service is not included in the rental rate. But if you wish and reserve the dates you want, we can send an excellent housekeeper at any point. She will do laundry, shopping, etc.
- 8.. Fireplace: The fireplace is a non-vented propane gas log fired firebox. Please do not throw any paper or other combustible materials in the fireplace. Wood mantle gets very hot so please do not leave fireplace on for extended periods or overnight as it could be a fire hazard.
9. Water and Septic: The houseboat has the same style toilets and showers as any fine hotel. However, being a houseboat, all waste and toilet water uses a holding tank and pump the same as a boat does. It is automatically pumped out and unless you hear an alarm coming from the laundry room, you don't have to do anything. The critical thing to remember is that you **CANNOT PUT ANYTHING INTO THE TOILET**, except what a toilet is designed for, including too much toilet paper at once. The system is very effective; however, it will clog up if improper material is flushed. **DO NOT FLUSH** anything other than toilet paper. No feminine products should be flushed at anytime. If it is found that feminine products have been flushed and clog the septic system, you could be charged damages of up to \$10,000 (no joke, this has happened and this is what it cost us to replace the burned out pump and extract water from the resulting flooded hull).
10. No refunds will be given for storms or rainy weather.
11. Guest agrees to report to Owner any damages observed upon his or her arrival and agrees that any damages caused by guest or his party shall be paid for to owner and be charged to guest's credit card.