

## 2015 Rental Contract and Information

Anchor Summer Rentals, LLC (Agent)  
5936 Longbridge Road, Pentwater, MI 49449  
Phone: 616-292-4169  
daverose70@gmail.com

Rental dates requested: \_\_\_\_\_ Cottage address: \_\_\_\_\_  
Number of people to occupy cottage: \_\_\_\_\_ Number of Vehicles: \_\_\_\_\_  
Weekly rental amount: \_\_\_\_\_ Damage Deposit \_\_\_\_\_  
Name of cottage: \_\_\_\_\_ Cleaning fee: \_\_\_\_\_

Thank you for choosing Anchor Summer Rentals to assist with your vacation rental. We will do our best to make your experience a pleasant one.

**Please read this Contract carefully and call us with any questions or concerns. Failure to comply with any/all terms of the contract may result in full or partial loss of deposit and/or rent.**

1. **Rental period is Saturday to Saturday**, unless otherwise specified. Check in time is 4:00 p.m, check out time is 10:00 a.m. Keys will be in a lock-box at the cottage. We will notify you by e-mail or phone a few days before check-in with the lock box code. **When you check out, place the key back in the lock box and lock the door.** Cottage owners request that you lock the cottage any time that you are away.
2. **To hold your reservation, fifty percent (50%) of the total weekly rent is required as a deposit.** This deposit will be deducted from the total rental amount. This is not a damage/security deposit. Please mail the signed rental contract and reservation check made payable to Anchor Summer Rentals to the address above. We will not be able to hold your reservation until the check clears your bank.
3. **Balance of the rent payment (plus 6% use tax) along with a second check for the damage deposit and any cleaning fees are due 30 days prior to check-in date.** Checks are to be made payable to Anchor Summer Rentals LLC and mailed to the address above. Be sure to allow enough time for mail to reach us to secure your reservation. Failure to do so may result in your cottage being re-booked for that week.
4. **Rent Cancellation Policy:** If for some reason it becomes necessary to cancel your reservation, please notify us in writing as soon as possible. E-mail is acceptable, and we will send a confirmation for your records. If we are able to re-book the cottage at full rental price, we will refund your deposit (**less \$50 handling fee**). **If we are unable to re-book, your deposit will be forfeited**
5. **Security/Damage Deposits:** Your security/damage deposit will not be applied toward your rental fee. After check-out, the cottage will be inspected for any damage or missing items. You will receive your security deposit back within 2 weeks of check-out. Any damage or missing items will be deducted from your security deposit, and a list of those deductions will be provided. **When checking in, please report any damage immediately to one of our staff so that repairs can be made promptly and you will not be held responsible when you check out. Any damages that are beyond the security deposit are the responsibility of the renter.**
6. **Withholding monies from your security deposit does not limit to just damages but any costs to the owners and items such as extra cleaning, unpaid use tax, etc.**
7. **Cleaning Policy:** A pre-set cleaning fee will be charged for each rental period unless arrangements are approved by the owners to allow the renters to clean the cottage themselves. This amount will be an addition to the rent. **Linens and Towels:** You will need to bring your own sheets, pillowcases, towels (bath and kitchen), personal paper products and soaps. Pillows, blankets and mattress pads will be provided. Special arrangements may be possible with advance notice.
8. **Information Sheet:** Please read over the Information Sheet (“Click here for items furnished with cottage”) that is attached to the webpage for the cottage you are renting. This will provide very detailed information on what will be provided in your cottage. **Accommodations:** Each cottage accommodates a maximum number of people. Additional people may cause problems with septic systems, etc. An occasional daily visitor(s) is welcome; however, **no overnight guests.** In most cases, parking is limited to 2 vehicles; no

occupied travel trailers, motor homes, tents, or campers on the premises. These are privately-owned homes and cottages, and we ask that you treat them with respect “as if they were your own”, and be courteous and respectful with the neighbors.

9. **No Pets in home or on premises** unless cottage owner specifically states that pets are allowed. All pets are to be “kenned” when left unattended. Pets must be listed on the back of the contract along with written permission of the cottage owner. An additional security deposit may be required.

10. **Smoking is strictly prohibited** inside of any of our rental properties.

11. **Agreement:** The undersigned responsible party states that they have read and accept the terms of the above contract. Occupancy of the property constitutes your agreement to inform all of your guests and co-users of the property of all the terms of this Contract and of the rules for use of the property. Responsible party, guests and co-users also agree to hold Agent harmless and to indemnify Agent from and against all liability and claims of liability for personal injury, death, property damage or any other loss or damage which may arise in any manner from Agent’s rental to third parties of Owner’s property under this Rental Agreement. At the discretion of the Owner and/or Anchor Summer Rentals, you may be responsible to the Owner for any damage or any potential loss of income directly related to you booking the Owner’s cottage/home.

**Responsible Party Signature:** \_\_\_\_\_

Please Print Name: \_\_\_\_\_

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

Anchor Summer Rentals Signature: \_\_\_\_\_

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

Address of Renter: \_\_\_\_\_  
\_\_\_\_\_

Phone of Renter: \_\_\_\_\_

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

Check list for payment:

To hold reservation we need ½ of the rent and a signed contract

Balance of rent, 6% use tax and damage deposit due within 30 days before check in.

Cleaning fee is to be included above unless renter has authorization to clean themselves.

If you want to reserve for next year ASR must be notified before September 5<sup>th</sup>.

**Separate check for security/damage deposit (This must be a separate check)**

The information herein is believed to be accurate but is not warranted. Failure to abide by any of these rules and Owner requests may result in partial or complete loss of deposit and/or balance of rental fee.

Non-discrimination as required by law.