

PAYMENT & BOOKING CHARGES

Please complete as appropriate:

TOTAL AGREED RENTAL PRICE (Incl. Pool Heating) £/\$ _____

a) Bookings with more than 8 Weeks to Departure

TOTAL DEPOSIT (20% of above Rental) £/\$ _____

BALANCE DUE (at 8 Weeks) £/\$ _____

b) Bookings with less than 8 Weeks to Departure

TOTAL DUE NOW £/\$ _____

I enclose herewith a **cheque** to the value of £/\$ _____
(made payable to Poly Advisory Services Ltd)

Other Payment Options:

a) If you wish to pay by credit card*, please contact us and we will advise how secure payment can be made via Paypal. *A credit card processing fee of 3.5% will be added to this amount.

Security Deposit:

A £500/\$750 Security Deposit will be due at 2 Weeks prior to departure (for our guests outside the UK we may require this earlier to allow your funds to clear in sufficient time). Upon receipt & clearing of this payment we will issue you all the necessary details on accessing the villa etc.

As soon as our management company confirm after your stay that everything is in order then this amount will be returned, via cheque/check or other agreed method. Please check our Terms & Conditions below for more information relating to this deposit.

TRAVEL INSURANCE

It is recommended that all guests booking ensure that they take out adequate travel/medical/personal insurance at the time of booking.

How Did You Find our Villa?

To help us plan our advertising accordingly – it would be really useful if you could confirm how you first saw our villa. Please tick/highlight one of the options below:

- Google
- Yahoo
- Other Search Engine (Please specify) _____
- Other Printed Magazine (Please specify) _____
- Previous customer
- Personal Recommendation
- Other (Please Specify) _____

TERMS & CONDITIONS

For the purposes of these Terms and Conditions the following terms shall be deemed to mean:

The Property

141 Barbera Drive, Davenport, FL 33897

The Owners

Poly Advisory Services Ltd, Unit 2 Hollygate Lane, Cotgrave, Nottingham NG12 3JW

The Guest

The lead name and signatory on the Booking Form as well as all named guests on said Booking Form. The signing of these Terms and Conditions constitutes acceptance of such by The Guest and warrants that he/she is authorised to accept them on behalf of all other names detailed on the Booking Form.

1. A deposit of 20% of the total cost of the booking is payable at the time of booking. Until the owners receive the deposit and the funds have cleared then the owners reserve the right to offer the dates requested by the client to another interested party. The balance of the total rental cost is payable **eight weeks** prior to departure. Bookings within eight weeks of departure require **full payment** at the time of booking.

2. Credit card payments attract a 3.5% supplement.

3. A conditional refundable security deposit of £500.00 / \$750.00 is payable with the final balance payment. This will be refunded in full after confirmation from our management agents that no untoward loss or damage has occurred during the use of The Property, its equipment and its contents by the The Guest or other parties named on the Booking Form. The amount of the security deposit does not limit The Guest's liability, and if any loss or damage is caused to The Property, its equipment or contents which exceeds the value of the security deposit, The Guest will be held accountable for any costs incurred to put right the damage or loss.

4. If the final payment is not paid eight weeks prior to departure The Owners reserve the right to cancel the booking, although 7 days notice of such cancellation will be provided to give The Guest to rectify matters. In the event of such cancellation, any deposit paid will be forfeited.

5. All vehicles must be parked in the garage or on the driveway of The Property. It is not permitted to leave vehicles in the roadway.

6. The Owners accept no responsibility for, and shall not be held liable, for loss of or changes to the booking that are a consequence of force majeure events; e.g. strikes, floods, fires, airport closures, weather or any other event beyond their direct control.

7. It is the responsibility of The Guest to adhere to the pool safety guidelines detailed at The Property and to ensure proper use of the safety equipment provided. Notwithstanding this, The Owners accept no liability for injuries caused as a result of using The Property's swimming pool.

8. The Owners will make every effort to ensure that all the advertised equipment and facilities of The Property are available for use throughout The Guest's stay. However, in the unlikely event of the withdrawal or malfunction of any facility or item of equipment, The Owners can accept no liability for such.

9. The Property is booked exclusively for the use of the persons named on the Booking Form. No other persons may use The Property without the prior written confirmation of The Owners.

10. The Guest agrees to treat The Property, its equipment and its contents with due care and attention and shall leave The Property in a reasonable state of cleanliness, with all furniture in the same position as found upon arrival.

11. The Owners shall not be held liable for the loss or interruption of mains services such as gas, water, electricity, water or drainage.

12. The Owners cannot accept any responsibility for loss of, damage to or theft of The Guest's property or belongings whilst in The Property. The Guest is responsible for personal medical, travel and 'all risks' insurance.

13. No pets are permitted in The Property. Failure to comply with this condition will result in the forfeiture of the entire security deposit.

14. No smoking is permitted within The Property or the pool area. Failure to comply with this condition will result in the forfeiture of the entire security deposit.

15. Cable TV is provided for The Guest's convenience, 'Pay Per View' items can be purchased during the rental period, however all 'Pay per View' items will be invoiced to The Guest upon completion of the rental period.

16. In the unlikely event that, due to circumstances beyond their control, The Owners have to cancel the booking, The Owners will only be liable to refund in full monies already paid by The Guest.

17. The Owners reserve the right to refuse acceptance of any booking at any time at their discretion, and reserve the right to cancel a booking at any time if all the terms and conditions of the booking are not fulfilled.

18. The Property will be available from 4pm on the day of scheduled arrival and must be vacated by 11am on the day of departure, unless agreed otherwise in writing with The Owners.

19. Throughout these Terms and Conditions the singular shall mean the plural, and masculine the feminine, and all agreements shall be construed as joint and several.

20. These Terms and Conditions and the booking itself shall be governed by English law.

21. In the event that The Guest wishes to or requires to cancel the booking, such cancellation must be in writing. The following cancellation charges, based on scheduled arrival date, shall apply to any cancellation made by The Guest, notwithstanding that if The Owners can secure a direct replacement booking, the relevant cancellation charges shall be refunded to The Guest:

More than 56 days: the booking deposit
Between 28 and 56 days: 50% of the total rental cost
Less than 28 days: 100% of the total rental cost

I have read the Booking Conditions and, by signing this form, I agree to be bound by them.
SIGNED:
PRINT NAME:
DATE:

Please return this completed form to:

**Poly Advisory Services Ltd
Unit 2 Hollygate Lane
Cotgrave
Nottingham
NG12 3JW
United Kingdom**