



POLICIES AND GUIDELINES

REBOOKING AND CANCELLATION POLICY. All bookings are non-refundable but rebookable and transferrable. The Guest may reschedule the trip if request was made **7 days prior to the arrival date**. Guests shall rebook, transfer or claim the pending reservation **within 90 days after the date of request**. Otherwise the reservation and full payment shall be forfeited. The guest shall settle any rate difference between the old booking and the new arrival date. Guests are only allowed to rebook or transfer the reservation once without any charges, an additional of **₱500.00** for each rebook or transfer of the reservation will be charged onwards. Failure to arrive at the property on the scheduled arrival date will also result in forfeiture of the full payment. **If the booking was made within 7 days prior to arrival date, the booking can no longer be canceled, refunded, or transferred to another name.**

SECURITY DEPOSIT. The Guest shall be obligated to pay a **Security Deposit of ₱2,000.00** ("Security Deposit") upon arrival at the property. The Security Deposit is for the faithful performance of the Guest under the terms and conditions of this Agreement. The Security Deposit shall be returned to the Guest after the occupancy subject to itemized deductions if necessary.

LATE CHECK-IN. Guests that would prefer to arrive **later than 2PM (Casa 2) 3PM (Casa 1 & Casa 3)** shall notify the Host immediately. Those guests who will be arriving **7PM onwards** without any prior notice will be charged a late check-in fee of **₱1,000.00** upon arrival and before turnover of the property.

LATE CHECK-OUT. Check-out time should be **no later than 11AM (Casa 2) 12PM (Casa 1 & Casa 3)**. A late check-out fee may apply if the property is not vacated prior to the scheduled check-out time between the Host and the Guest. A fee of **₱1,000.00** will be deducted from the security deposit for **every first 30 mins** exceeded.

QUIET HOURS. The Host requires **Quiet Hours**. Quiet hours begin at 9:00 PM each night and continue until sunrise. Quiet hours consist of no music and keeping all audio at a minimum level out of respect for the surrounding residents.

PETS. The Guest shall request for "Guest Pet Stay Policy" as gate pass for their pets prior to arrival. Pets without gate pass will not be allowed. If the guest will bring pet/s inside the property without informing the host, the security deposit of **₱2,000.00 will be forfeited**.

PARKING. The Host **shall provide** a maximum of two (2) parking spaces, one (1) car park inside the property and one (1) street parking in front of the property for Casa 1 and one (1) outdoor parking space for Casa 2.

PARTY CLEANUP. If the property qualifies for a "deep clean" due to the amount of "wear and tear" from a party or large gathering, a **fee of ₱2,000.00** ("Party Cleanup Fee") shall be charged at the end of the occupancy. The Party Cleanup Fee may be deducted from the Security Deposit. **All party balloons and decorations used shall be disposed of by the Guests properly.**

SMOKING POLICY. Smoking indoors is strictly **Prohibited**. It is **Permitted ONLY** outdoors. Smoke detectors are active and operational.

INSPECTION. The Host has the right to inspect the property with prior notice. Should the Guest violate any of the terms of this Agreement, the rental period shall be terminated immediately. The Guest waives all rights to process if they fail to vacate the premises upon termination of the rental period. The Guest shall vacate the Premises at the expiration time and date of this agreement.

MAINTENANCE AND REPAIRS. The Guest shall maintain the property in a good, clean, and ready-to-rent condition and use the property only in a careful and lawful manner. The Guest shall leave the property in a ready to rent condition at the expiration of this Agreement, defined by the Host as being immediately habitable by the next Guest. The Guest shall pay for maintenance and repairs should the property be left in a lesser condition. The Guest agrees that the Host shall deduct costs of said services from any Security

Deposit prior to a refund if Guest causes damage to the property or its furnishings. **Placing party balloons and decorations on all painted surfaces is strictly prohibited.**

TRASH. The Guests shall dispose of all waste material generated during the Lease Term under the strict instruction and direction of the Host.

QUIET ENJOYMENT. The Guest, along with neighbors, shall enjoy each other's company in a quiet and respectful manner to each other's enjoyment. The Guest is expected to behave in a civilized manner and shall be good neighbors with any residents of the immediate area. Creating a disturbance of the area by large gatherings or parties shall be grounds for immediate termination of this Agreement.

HOST'S LIABILITY. The Guest and any of their guests hereby indemnify and hold harmless the Host against any and all claims of personal injury or property damage or loss arising from the use of the Premises regardless of the nature of the accident, injury or loss. The Guest expressly recognizes that any insurance for property damage or loss which the Host may maintain on the property does not cover the personal property of Guest and that Guest should purchase their own insurance for their guests if such coverage is desired.

USE OF PREMISES. The Guest shall use the property for residential use only. The Guest is not authorized to sell products or services on the property or conduct any commercial activity.

ILLEGAL ACTIVITY. The Guest shall use the property for legal purposes only. Any other such use that includes but is not limited to illicit drug use, verbal or physical abuse of any person or illegal sexual behavior shall cause immediate termination of this Agreement with no refund of prepaid Rent.

POSSESSIONS. Any personal items or possessions that are left on the Premises are not the responsibility of the Host. The Host shall make every reasonable effort to return the item to the Guest. If claims are not made within one (1) week, the Host shall be able to keep such items to sell or for personal use.

GOVERNING LAW. This Agreement shall be governed and subject to the laws located in the jurisdiction of the property's location.

CAMERA SURVEILLANCE. The Host uses camera and/or video surveillance equipment in strategically located areas of the property to monitor movements outdoors. Cameras operate continuously and surveillance may be ongoing for the protection of both parties. **No indoor camera(s) installed.**