



SOUTH WEST ROCKS ACCOMMODATION CENTRE

PO Box 205 South West Rocks NSW 2431

Web Site: www.southwestrocksassaccommodationcentre.com.au

Email: jozefswr@bigpond.com

Phone: (02) 6566 7667, Mobile: 0428653413

Guest Registration Card

Agreement between;

South West Rocks Accommodation Centre as agent for the owner of the property (“the owner”) and

Guest Details:

Name:

Address:

Mobile Number:

E-Mail Address

Vehicle Registration:

Reservation Details

Arrival Date:Departure Date:.....

Property Address:

Rent must be Paid in Full: Amount Paid \$..... Number of Guest:Adults andChildren

Please note that check out time is 9.30am

In consideration of the rent paid by me to South West Rocks Accommodation Centre I agree as follows:

- . To pay for any loss or damage to the property and its contents during my occupation of the Property.
- . I will not make any claim against South West Rocks Accommodation Centre or the owner, for any damage or loss to my goods or valuables (or those of any 3rd party occupying or visiting the property) during my occupation of the property.
- . To pay a \$30.00 fee on the Departure Date in the event of property keys being lost or not returned.
- . That I am aware that it is against the Health Departments regulations for more people to, occupy a property than there are beds to accommodate them and will comply with those Regulations.
- . To leave the property in a clean and tidy state. (Including BBQ)
- . To bear the costs of additional cleaning fees if the property is not left in a clean and tidy Condition.
- . To abide by all of the terms and conditions that are set out in the South West Rocks Accommodation centre attached to booking (terms and conditions shall be deemed to Form part of this agreement).

Guest Signature; _____ Date _____

South West Rocks Accommodation Centre: Shop 3/21 Paragon Ave South West Rocks.

I _____ agree to a pre authorisation of my credit card to be held by South West Rocks Accommodation Centre as a security deposit and I authorise any charges to be charged to this provided credit card in the event of any loss or expense arising from a breach of my agreement to rent the property, damage to the property or my occupation of the property.

Holding Security Deposit

Credit Card Details: Master Card Visa Card

Card Number _____ / _____ / _____ / _____ Expiry _____ / _____

Card Signature: _____

Drivers Licence #:



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TERMS & CONDITIONS OF TENANCY

The terms and conditions of the holiday letting as agreed by both parties are as follows and departure from same by you permits the owner or agent to refuse the key, amend the rent or immediately terminate the occupancy.

Security Bond by way of Credit Card Authorisation and Driver Licence is Required at check-in.

1. The premises are let to the person making the booking (21 or older), and will be held responsible for the conduct of all guests. The premises are let for holiday purposes, only for the period stated on the receipt and for the maximum persons as agreed with the agent at the time of the booking.
2. The premises are available after 2.30 p.m. on the day of arrival and are to be vacated by 9.30 a.m. on the day of departure. If not vacated by 9.30 a.m. an extra day will be charged for any late check outs. The premises are to be left in a clean and tidy condition. Also when using the BBQ that is left clean and tidy or an additional cleaning fee of \$25.00 will be charged. Please do not turn refrigerator off, but leave on LOW.
3. All properties under management with South West Rocks Accommodation Centre, and are rented on a fully self contained basis and are privately owned. In the event of faults and/or malfunctions of appliances or inclusions, there is no obligation for the owner or South West Rocks Accommodation Centre to compensate or discount.
4. A reservation fee of \$200 plus a booking fee of \$25 is required to confirm your the booking, by Bankcard (a card fee of 2% will be payable), Balance of tariff is due 1 month prior to arrival date, (except for Christmas bookings, 50% must be received by **1st August** and full payment received by **1st December.**)
5. In the event of a cancelled booking by you, the deposit is not refundable unless the premises are rebooked for the entire period. Cancellations are only considered if written notice is received 8 weeks prior to booking commencement date. All cancellations approved will be subject to \$75 cancellation fee. The \$25 booking fee is non refundable. No refund on any unused portion of confirmed holiday booking will be made. (South West Rocks Accommodation Centre retains the right to negotiate the tariff or length of stay to obtain a booking on a cancelled booking as we deem necessary.) Please note that a change of booking dates attracts the same conditions for cancellations.
6. The booking is made in good faith by us but may be subject to change as may be notified by the owner prior to the commencement of the booking. We cannot accept responsibility for actions taken by the owner of the premises outside our control. (Every reasonable endeavour will be made to offer alternative accommodation should this occur.)
7. The number of occupants must not exceed the number stated or the number of beds, whichever is less. Linen is not provided to most properties. Tenant will need to provide sheets, towels, bathmats, tea towels, washing powder, dishwashing detergent, soap and toilet paper. Please note Linen packs can be hired if required. No extra mattresses, tents or caravans, or more cars than

This business is owned by Jozef van Zanen T/A South West Rocks Accommodation Centre ABN 46 213 585 583



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the property accommodates are allowed. If this policy is not adhered to, you may be asked to leave and no monies will be refunded to the guests.

8. Under NO circumstances are Pets allowed on any holiday property unless previously stated.
9. Tenants are responsible for safekeeping of accommodation keys. Duplicates are NOT always available. Tenants already in occupancy requiring a key from the Agent or his representative after office hours, will be charged a service fee of \$50.00. Tenants are liable for damage caused when doors have to be forced open, owing to keys being lost or for the cost of a locksmith being called.
Guest must not break in or attempt to break into premises when locked out.
10. All damage, breakages or losses to the property and/or furniture and furnishings are to be reported to the Agent within 36 hours. Under no circumstances should furniture be moved.
11. Fish are not to be cleaned or oysters opened on the premises.
12. No responsibility is taken for tenants personal property left on the premises. A handling fee of \$55 plus postage will be charged when guests request lost property to be collected, stored or returned. Items of low value will be disposed of within 14 days.
13. All laws must be observed, you are in a residential area and regard must be paid to the quiet enjoyment of other occupants in the building and neighbouring properties, noise pollution is a punishable offence by law and as such **we reserve the right to immediately terminate the tenancy without refund for any breach of this condition.**
14. In the event of the property being offered for sale, the tenant agrees to allow the owner or his agent to inspect the property with prospective purchasers during reasonable hours by appointment.
15. The tenant agrees to allow the Agent or his nominee to enter accommodation to arrange necessary repairs.
16. Web bookings description of the premises is made in good faith. **No responsibility for misrepresentation of any rental property will be accepted.** Please choose your property carefully using the information provided on our comprehensive websites. There is no provision to change properties on your arrival if you are unhappy with your choice. (Other than on the basis that the full rental due be forfeited and full rental on new premises is paid prior to occupancy).
17. In the case of apartments, units or villas, car parking or carports are usually numbered. Extra vehicles, boats etc are to be parked outside the grounds, or other satisfactory arrangement made with the agent.
18. In the event of renovation/building work being carried out in or near the holiday premises, such work is beyond our control and we cannot accept responsibility for any disturbance, noise or inconvenience you may suffer as a result. No discount will be negotiated for any of the above.



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19. Keys should be collected from Civic Video, 3/21 Paragon Avenue, South West Rocks, during normal Business hours. 10:00 am to 8:30 pm. NO keys will be left in our after hours safe unless the booking is paid in full and Credit Card Authorisation is completed before arrival.
20. Tariffs are subject to change without notice. We cannot be held responsible for bookings without prior inspection if the accommodation is unsatisfactory.
21. Due to the high demand for annual rebooking, bookings should be made during your stay confirming with a \$200 deposit plus booking fee of \$25. **REBOOKINGS WILL ONLY BE ACCEPTED VIA INTERNET BOOKING USING BANK CARD.**
22. Failure to comply with the above conditions will result in immediate termination of your tenancy.
23. **GARBAGE BINS** are to be put out on the **DESIGNATED** night and brought in. It would be appreciated if all garbage could be placed in plastic bags, before placing in the **GREEN** bin. Please place only recyclable items in **YELLOW** to avoid contamination. A fee will be charged for removal of rubbish & cleaning of bins if they are not collected for this reason. **RECYCLING BINS - YELLOW LID**, are collected every second week on the same day as normal garbage. Observe neighbouring properties for correct placement of bins.

Please note:

South West Rocks Accommodation Centre reserves the right to withhold funds from the Holding Security Deposit via the agreed Credit Card pre Authorisation as a security deposit in the event of any loss or expenses arising from a breach of an agreement to rent the property, for any extra costs incurred for repairs, cleaning and excessive rubbish removal. A booking form with all details must be completed prior to tenancy. These details will be deleted at the end of the month in which the booking occurred. Please read these Terms and Conditions of your holiday letting contract carefully as any departure from it permits the owner or his agent to refuse the key, amend the rent, enter the property or immediately terminate the tenancy.