

# Sea Winds Condominium Association Renter Rules & Regulations

**Effective June 1, 2014**

**Check In:** Check in time is between 3 and 5 PM Eastern time. Early arrivals may be asked to wait until at least 3 PM.

**Check In Location:** Please check in at the Sea Winds Office, 890 A1A Beach Blvd. , St. Augustine, FL 32080

**Late Arrivals:** Late arrivals must make arrangements prior to arrival. Please call prior to 5 PM if you think you will be late.

**Check Out:** Check out time is 10 AM Eastern time. Late check-outs will be charged additional day rental fee. Please remember to return key(s). If before or after hours, place the key(s) in the key drop box located at the office door. There will be a charge of \$25 for each set of key(s) not returned upon departure.

A \$40 charge will be assessed for any lockout after hours if lockout assistance is required at the unit.

**Payment Policy:** For rentals less than 30 days, payment is due 60 days prior to arrival. For rentals 30 days or more, payment is due 90 days prior to arrival. We accept personal checks, Visa, Master Card and Discover. Credit card payments will incur an additional \$19.99 fee from our online credit card processor.

**Security and Confirmation Deposits:** Tentative reservations are taken by phone. Should you wish to secure your reservation immediately, you may do so with a credit card. The security deposit of \$300.00 will be subject to the cancellation policy as stated herein. Security deposit is due 7 days after booking for all reservations or reservation will be subject to cancellation.

## **Cancellation Policy:**

### **Rentals of less than 30 days**

Rentals of less than 30 days must be cancelled prior to 30 days of arrival date or the \$300 security deposit plus collected rent will be forfeited.

**Monthly & Multi Monthly Rentals** Monthly & Multi Monthly rentals of 30 days or more must be cancelled 60 days prior to arrival or the \$300 security deposit and collected rents will be forfeited.

We will make every effort to re-rent the condo and will deduct any rents received from the applicable fee described above.

In the event of an early departure you will be charged for the entire reservation.

For rentals 45 days or more the cleaning fee will be \$150 for a two bedroom and \$185 for a three bedroom as unit will need a more thorough cleaning than a short term stay.

**Security Deposit:** All rental units are inspected before and after occupancy. Rental guests have full financial responsibility for damages due to misuse, missing items, negligence or failure to comply with all items in the Sea Winds Check-Out Procedures Two sets of keys are given to each guest.

**Items Left by Renters:** Please be sure to check before leaving that you have all your belongings. There will be a \$25 charge plus the cost of shipping and packaging material to ship your items back to you.

**Refunds:** All units are privately owned. Rates, descriptions, bed sizes, inventories and furnishings are subject to change without notice. We make every effort to keep each unit and it's equipment in good working order. In the event of a breakdown, we will strive to make repairs as soon as possible. Neither the rental agent nor the owner will be obligated to provide replacements or give refunds for the failure or absence of any item or for any public utility failure. No refunds are given to early departures for inclement weather. In the event of a hurricane warning for which a mandatory evacuation order has been issued, a special consideration will be given.

**Maximum Occupancy:** At all times, the maximum occupancy is the number the unit sleeps, including infants. Occupancy limits are in accordance with the rules of the State Fire Marshall's Office. No exceptions will be made. Maximum occupancy for two bedroom units is six (6); for three bedroom units it is eight (8).

**Pets:** The Sea Winds Rental Program has a NO PET policy. Failure to adhere to this policy will cause immediate termination of your rights as a guest and loss of security deposit.

**Age Requirements:** We cater to family groups and cannot accept reservations for vacationing students. Singles under age 23, unaccompanied by a parent, will not be permitted to register and will be subject to forfeiture of your deposit. Any reservation obtained under false pretenses will be subject to forfeiture of deposit and will not be permitted to register.

**House Parties:** If a unit is booked and the tenant has a house party which disturbs other residents, you will be asked to leave immediately and will forfeit your deposit.

**Campers, Boats, Trailers or Motor Homes:** Boats, campers, trailers, motor homes, etc. are to be parked in the designated area near the office and tennis courts. They are to each have a parking permit and must be able to fit in an average size parking space. Any of these vehicles cannot be parked more than 2 weeks.

**Supplies and Appliances:** Each unit is provided/equipped with: 1) bed and bath linens, 2) an initial supply of toilet tissue and bath soap, laundry soap, dishwasher soap, paper towels and garbage bags, 3) kitchenware, utensils and dishes, 4) central air conditioning and heat, 5) at least one television, 6) full kitchens (some including microwave oven) unless otherwise noted, 7) washer and dryer, 8) some units also provide VCRs, DVDs and/or stereos. Please check out our website under amenities for individual descriptions of each unit. We cannot provide replacements or give refunds for the failure of these items or other small appliances. GUESTS ARE EXPECTED TO SUPPLY: Additional toilet tissue, bath soap, paper towels, garbage bags, laundry detergent, dishwasher soap, and beach towels and chairs, and any personal items.

**Sofa Beds:** Some units may have sofa beds, hideaway beds or trundle beds. Please note that these beds are inherently uncomfortable. NO refunds will be given due to discomfort of these beds.

**Telephones:** All units are equipped with telephones. All phones have a “block” whereby any long distance calls can only be made with a valid credit card. Some units provide internet service but if not, temporary internet service may be obtained by the guest at the guest’s expense or at Sea Winds Clubhouse.

**Rental Units for Sale:** Rental units may be for sale. In that event, owners reserve the right to allow showings by themselves or by agents to qualified buyers by appointment only. Guests will be notified in advance.

**Right to Change Rental Assignments:** We reserve the right to change rental assignments without prior notice or liability in the event of a sale of the rental unit, or if the unit becomes unavailable. When comparable accommodations are not available, guests will have the option of receiving a full refund of any amount paid. If the guests leave the unit for good reason and occupy another unit, the guests are responsible for rent for the time they occupied the initial unit and for the cleaning of the initial unit plus taxes.

**RATES ARE SUBJECT TO CHANGE  
ALL UNITS ARE NON-SMOKING**