



**PLEASE READ & SIGN THE FOLLOWING BOOKING AGREEMENT  
FOR RENTING THROUGH IMAGINE VIP RENTALS**

**We want your vacation to be carefree & memorable...please be sure to read over these terms & conditions and make sure that everyone in your party is aware of the rules.**

**We accept reservations by phone from 9 AM until 5 PM EST Monday through Friday. You can make online reservations 24 hours a day!**

**TERMS AND CONDITIONS AGREEMENT:** A client's vacation rental is confirmed and becomes a binding agreement once Imagine VIP Rentals has received payment along with the signed Booking Agreement, which constitutes acceptance of the following booking conditions on behalf of the client and each guest. Imagine VIP Rentals reserves the right to cancel the reservation with no refunds if the signed Booking Agreement is not received prior to the client's arrival. No alterations to this agreement or accompanying invoice are valid. If changes are required, a new Invoice and Booking Agreement will be sent in its place.

**PAYMENTS:** A 50% deposit payment is required in order to reserve your vacation dates. Designate one person in your party to be responsible for all payments and correspondence regarding your reservation. After we book the property for you, we will email you a booking agreement confirming your reservation. You'll need to return a signed copy of the agreement; along with any outstanding payments (if applicable). The signed lease must be returned to us within twelve days of booking or the reservation may be automatically cancelled without notice. We accept checks, money orders, Visa and Master Card. Please mark your calendar, as we do not send out separate billing for the final payment. Final payment must be made no later than 45 days prior to your arrival. Payments made after this 45 day deadline must be made by either credit card, a cashier's check, certified check or money order. **NO PERSONAL CHECKS WILL BE ACCEPTED AFTER THIS 45 DAY DEADLINE.** Checks should be made payable to IMAGINE WEDDINGS & EVENTS, LLC. Please call us to reconfirm your reservation and let us know that your money is in the mail. Please read your entire packet, as it includes a thorough explanation of the following charges:

\$50 processing fee (which covers tenant services and administrative costs);

\$50 change fee (for changes in any dates outside of 60 days);

\$750 refundable damage security deposit

Any failure to make a deposit, balance or full payment by required due dates may subject the client's reservation to cancellation without refund.

We highly recommend travel insurance. For more information, and a no-obligation quote for travel insurance, go to <http://imaginevip.com/Insurance.asp>. Finally, please send your payments in on time to avoid cancellation of your reservation. If you must change or cancel any portion of the services you have already booked, please notify us IN WRITING (by email, fax or letter.) No shows, late arrivals, a reduction in number of persons in your group after your arrival, and early departures after your arrival are non-refundable. No refunds will be granted unless there is a serious problem which cannot be remedied within 24 hours, and/or which causes the Guest extreme, undue discomfort or serious inconvenience (see also Complaints and Maintenance below). Guests who abandon their villa without permission from Imagine VIP Rentals agree they have no rights to compensation.

**COLONEL WEBER'S SKI LODGE – BLOWING ROCK, NORTH CAROLINA**

7% North Carolina sales tax;

6% Watauga County Occupancy tax (if applicable);

6% city tax (if applicable)



**VENETIAN WAY – ISLAMORADA, FLORIDA**

7% Florida sales tax

**VILLA ST. THOMAS – ST. THOMAS, USVI**

8% Hotel tax

**CANCELLATION POLICY:** All cancellations and any request for changes to your reservation (such as date changes or changes in the number of persons) must be made **IN WRITING**. If you cancel outside of 60 days prior to your arrival date, 80% of your total rent will be refunded to you. If you cancel within 60 days of your arrival date, Imagine VIP Rentals will retain 100% of your total rent as full liquidated damages. However, if your cancelled dates are rebooked to another guest, 80% of your rental monies will be returned to you for the nights rebooked. In rare cases, Imagine VIP Rentals may be persuaded to allow you to rebook your villa at a later date, without penalty to you. Refunds due to last-minute reductions in the total headcount originally booked will only be considered on a case-by-case basis when requested within 60 days of your arrival.

Trip cancellation insurance is highly recommended and is offered through Imagine VIP Rentals at a cost.

**CHECK-IN** – Check-in is from 2:00 PM to 5:00 PM, Monday through Friday. Early check-ins will not be honored without **WRITTEN** permission. If you will be checking in after hours or on Sunday, we will automatically place your check-in envelope outside with a map and key. Please call to reconfirm your arrival and reservation.

**CHECK-OUT-** Tenants must vacate rental units on the last day of tenancy before 11:00 am. Keys should be returned to the rental office and your unit should be left as you found it. **CHECK-OUT IS NO LATER THAN 11:00 AM.**

**DAMAGE DEPOSITS:** Damage deposits are fully refundable within 45 to 60 days of your departure, provided there is no breakage, damage, missing items, no additional cleaning for rentals left abnormally dirty, long-distance calls charged to the villa's telephone, and no other charges incurred before, during or after your stay, still outstanding. All normal utilities (except for long distance phone calls or careless or extremely excessive use of your villa's water supply) are included in your rental price. You hereby agree to pay Imagine VIP Rentals on behalf of the owner of your villa the cleaning or replacement costs for all damages to personal property or to the real estate, which may occur as a result of your occupancy, excluding normal wear and tear. Locked pantries and closets are reserved for the use of the villa owner and are not included in this rental. You as the Guest agree to take all reasonable steps to ensure that your family and other guests in your party adhere to the rules and regulations affecting your villa. All rentals are privately owned, so decor, colors and inventories will of course vary. All rentals are fully furnished, including an ample supply of bed linens and towels for Guests' use. Rearranging the furniture or removing any items from the villa is prohibited.

**PETS:** Pets less than 30 pounds are allowed on our properties but **NOT** without written permission from Imagine VIP Rentals (granted prior to arrival). A onetime pet fee of \$100 per week plus an additional \$250 pet deposit will be added to your rental agreement. A pet or evidence of a pet found on premises without permission will cause immediate eviction, and forfeiture of Guest's entire rent and deposit.

**LIABILITY FOR DAMAGES** - Aside from normal wear and tear, you will be responsible to pay the owner for any damages to the property or its contents during your vacation residency. The person in whose name the cottage is reserved will be held responsible for all occupants complying with rental policies, procedures and restrictions.

**HOLD HARMLESS:** You hereby release and agree to hold Imagine Weddings & Events, its officers and employees, harmless from any claim, loss, damage, or cost of expense of any person occupying or visiting the accommodation arising out of personal injury, including any caused by persons or carriers conveying passengers to/from their villas, accidents or death, property loss or damages; cancelled or changed itinerary resulting from any acts or omission of the owner of the accommodation, their employees or agents, or any other party not under the direct employment and control of Imagine VIP Rentals or from any act of God, war, strikes, government or any other event or cause beyond its control. Imagine VIP Rentals has made a good faith effort to accurately describe accommodations, but shall not be liable for any inaccuracies in such descriptions or changes in the conditions of the accommodation or the surrounding properties or condition thereof,



noise or inconvenience from nearby construction or for any temporary defects or stoppages in villa equipment or the supply of electricity, gas, water, plumbing, or any other services. Some villas are for sale; Owners reserve the right to allow the villa to be shown by appointment with effort made to schedule when guests are absent. In the event of any dispute, this rental agreement is subject to the laws of the state of Florida (USA) which shall apply and the prevailing party will recover its costs, expenses and attorney's fees.

**ENTRY INTO RENTAL:** Imagine VIP Rentals or its staff may enter your rental to perform any repairs as necessary. If your rental is on the market for sale, we reserve the right to allow the rental to be shown, but only by advance appointment made with Guests. We will make every effort to schedule such brief showings at a time convenient to you, to respect your privacy, and not interrupt your stay.

**RENTAL CAPACITY** - Please check the number of people each unit sleeps as detailed in the unit description. This represents the maximum number of people, including children over 2 years of age allowed to stay in the house.

**RENTAL KEYS:** Imagine VIP Rentals shall charge Guest \$35 for each set of lost or mishandled keys; gate remote controls will be charged at replacement cost (\$40 to \$100). Guest is required to follow all instructions precisely on where to leave your rental keys and gate remote controls when you depart - call our office if you are unsure.

**CLEANING** - The maid service charge provides one general clean-up (which is included in the rental fee). However, tenants are expected to wash and put away dishes, and not leave a mess. We are not responsible for personal items left in the house. We will charge a \$10 fee to retrieve and ship items left. One garbage bag can be left inside the property at check-out. Excess garbage needs to be taken to the county dumpster site; each bag left will incur a removal fee.

**MAID SERVICE** - Some rentals do not include interim maid service with their rentals. If the rental you select does not have maid service included as part of your quoted rental price, or if you would like service more frequently, we can easily arrange maid service for you as often as you wish for an additional charge. Maid service is \$50 per visit for 1-2 bedrooms used, \$75 for 3 bedrooms, \$100 for 4 bedrooms, \$125 for 5 bedrooms, \$150 for 6 bedrooms used, plus \$10 per rollaway or airbed being used. Please request pricing for other rentals. This service is for hotel-type general cleaning and tidying only; any personal laundry, cooking, or babysitting must be arranged in advance, and prices set according to services required. We'll be happy to book these extra services for your vacation, if available.

**DRUGS AND HAZARDOUS MATERIALS:** Guest and members of his party shall not use or permit to be brought into any rental any illegal substances, inflammable fluids (e.g., gasoline, kerosene, naphtha or benzene), or other explosives or articles deemed hazardous to life, limb or property.

**QUIET ENJOYMENT AND PARTIES:** Imagine VIP Rentals wishes to maintain a family atmosphere for the quiet enjoyment of Guests. We rent to family groups and responsible adults only; absolutely no house parties or functions such as weddings are allowed without advance WRITTEN permission from Imagine VIP Rentals. Guests shall be sufficiently quiet and peaceful, so as not to disturb other residents of the neighborhood, particularly after 10 pm at night. If Guest is found to have had a wedding or any sort of group gathering for more persons than officially scheduled and paid for at the rental, and/or without Imagine VIP Rental's advance written permission, he is subject to forfeiture of his entire rental security deposit to the rental's owner, at the joint discretion of Imagine VIP Rentals and the rental's owner.

**RATES AND PRINTING ERRORS:** The information pertaining to each rental in Imagine VIP Rentals' catalog and ratesheet was correct at press time, and our web site is constantly updated. Imagine VIP Rentals is not responsible for printing errors or inadvertent omissions. All rates and rental details are subject to change without prior notice. In any dispute arising out of this rent agreement, the laws of the United States shall apply and the prevailing party shall recover its costs, expenses and reasonable attorneys' fees. This Vacation Rental Confirmation becomes a binding agreement when you send us your rental deposit. Your sending payment in response to this invoice constitutes your acceptance and agreement to these terms, conditions, limitations and restrictions as printed above. If you have any problems or questions with any of the preceding, please BE SURE to email or phone us BEFORE you send us your rental deposit monies. Thank you.



**COMPLAINTS AND MAINTENANCE:** Imagine VIP Rentals shall make every effort to keep all rentals and their inventories in good working order. In case of a maintenance problem, we will strive to repair the problem as soon as possible after being notified. Imagine VIP Rentals reserves the right to be allowed several hours (up to 24 hours) to cure a reported problem. However, no refund or rate adjustment shall be made for unforeseen mechanical failures such as the supply of electricity, telephone service, internet service, water, pool filtration systems, hot tubs, air conditioning, television or cable service, appliances, etc. It is the Guest's obligation to report any problems or damage to their villa IMMEDIATELY to us, regardless of the hour.

**TIPPING THE RENTAL'S STAFF** – For really excellent service with a smile, we recommend tipping about \$25 to \$50 per week for each housekeeper or groundskeeper. Some housekeepers will leave an envelope in the rental for your gratuity. And if you have food and drink left in your rental when you depart, you may also leave these for the housekeeping staff – they will appreciate it.

**STAIRS** - Our rentals can be very hilly and rentals are often built into steep hillsides, which afford you the fantastic views we offer, BUT, often this also means that many of our rentals have many stairs - so if you're person with a disability or if you cannot handle many stairs, please be sure to ask when booking your rental how many stairs you'll have to climb, and please be sure to let us know if you are on crutches or in a wheelchair so we can be sure to book you into a rental which is easily accessible.

**SPECIAL SERVICES** - We can arrange almost any special services you wish, for any of our properties, and also arrange your car rentals (to be delivered to your rental, OR picked up by you at the airport on arrival) with ample advance notice - discuss your needs and wishes with us at 866-223-9672, or email [inquiries@imaginevip.com](mailto:inquiries@imaginevip.com). Imagine VIP Rental's Guest Concierge, has an in-house restaurant, activities and watersports expert; email us at [imaquiries@imaginevip.com](mailto:imaquiries@imaginevip.com), or phone weekdays toll-free at 866-223-9672 to speak with one. We can give you information about all activities such as sailboat and power boat charters, SCUBA diving, jet skis, parasailing, windsurfing, massage and spa services, snow skiing, etc., that you might wish to try during your vacation. Go to [www.imagineviprentals.com](http://www.imagineviprentals.com) and click on the property you want – each property has a listing of activities and services online so you can plan what to do on your rental vacation.

**GROCERY DELIVERY and A CHEF FOR YOUR RENTAL STAY** - With sufficient advance notice, we can pre-stock your rental with the food and beverages of your choice at some of our properties. So, especially if you are arriving in the afternoon or traveling with small children, let us deliver your custom grocery order to your rental just before your arrival! – this service is well worth the cost, so you can settle in, unpack and enjoy your rental the moment you arrive. For grocery provisioning and all other such needs, please contact our offices, at [inquiries@imaginevip.com](mailto:inquiries@imaginevip.com), or call weekdays at 866-223-9672.

At some of our properties, we have excellent chefs who are available for just one special dinner only, to one, two, or three meals a day for the duration of your rental stay. We have a list of chefs with their contact information and some sample menus available. Please contact let us know so that we can put you in touch with chefs directly and you can discuss menus, dietary requirements and your grocery shopping list with him or her. Chefs will require an advance deposit for both grocery shopping and for their cooking; you may pay them directly. And please remember: all of our chefs book up far in advance for all holidays, so please plan way ahead.

Signature: \_\_\_\_\_

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

Fax: to 305.421.1049



**Vacation Rental Application/Agreement**

**Rental Name:** \_\_\_\_\_

Booking Guest Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone #s: \_\_\_\_\_ (home) \_\_\_\_\_ (cell) \_\_\_\_\_ (work)

Email: \_\_\_\_\_

**Arrival Date:** \_\_\_\_\_ **Departure Date:** \_\_\_\_\_ Number of nights: \_\_\_\_\_

Airline: \_\_\_\_\_ Flight # \_\_\_\_\_ **Arrival Time:** \_\_\_\_\_

Adults # \_\_\_\_\_ Children # and ages: \_\_\_\_\_ # of bedrooms required: \_\_\_\_\_ Total # of beds: \_\_\_\_\_

Car Rental Agency: \_\_\_\_\_ Special needs: \_\_\_\_\_

**Vacation Rental Confirmation**

|                          |    |
|--------------------------|----|
| Rental Fee:              | \$ |
| Hotel or State Tax (%)*: |    |
| Total:                   | \$ |
| Damage Deposit:          |    |
| Credit card 3.5%         |    |
| Other:                   |    |
| <b>Total Due:</b>        | \$ |

\*Please add tax from page 1 in accordance to which rental property you wish to lease. Once availability has been confirmed, **your rent and hotel tax must be paid** to guarantee your reservation. An electronic confirmation is sent to you once funds are received. **Your total must be paid full at least 45 days prior to your arrival.**

**To make your reservation, we require the following credit card information:**

Name on Credit Card: \_\_\_\_\_  Visa  MasterCard #: \_\_\_\_\_

exp. date: \_\_\_\_\_ code: \_\_\_\_\_

Card Billing Address: \_\_\_\_\_

Emergency contact name & contact #: \_\_\_\_\_

**Check-in is 3:00 p.m. – No earlier. Check-out is 11:00 a.m. sharp – No later.**

Guest acknowledges that he/she will exercise extreme caution regarding the swimming pool (which has no railing, barriers, or safety precautions preventing any person from falling into the pool), the hot tub, verandahs, decks, walkways and staircases, and the driveway and road(s) private or public, and hereby warrants that he/she or other adult(s) will constantly supervise minor child/children while in and around the premises of the house and while on or near the verandahs, decks, walkways and staircases, the driveway and road(s) private or public and/or in the swimming pool and hot tub areas.

Guest agrees to keep and hold harmless the Landlord, owner(s) of Villa, together with Imagine Weddings & Events, from all damages and liability whatsoever, to any person or minor child/children arising from any unmindfulness of the Guest, or failure on the Guest's part to comply with any terms and conditions of the vacation rental.

To accept your reservation, we require your signature below which indicates that you have received, read, accept and agree to the terms and conditions in our "Vacation Rental Information" document (4 pgs.) which explains in detail our policies and this *Vacation Rental and Application Agreement*, and that the information you have given above is correct.

Acceptance: \_\_\_\_\_ Dated: \_\_\_\_\_

\_\_\_\_\_  
Your signature

\_\_\_\_\_  
Print your name

Imagine Weddings & Events  
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**WAIVER OF LIABILITY**

KNOW ALL MEN BY THESE PRESENTS, that, \_\_\_\_\_, Tenant/Guest, for and in consideration of the sum of Ten Dollars and 00/100 (\$10.00), or other good and valuable consideration, including the use of any of our properties, received from or on behalf of its owners Imagine Weddings & Events, Landlord/Owner of said property, the receipt whereof is hereby acknowledged, (wherever used herein the terms "Tenant/Guest" and "Landlord/Owner" shall include singular and plural, heirs, legal representatives, assigns, employees, agents, officers and directors, and all invitees on the premises by the Tenant/Guest and minor children of the Tenant/Guest and/or invitee, wherever the context so admits or requires).

HEREBY acknowledges that he/she or they will exercise extreme caution regarding the swimming pool which they further acknowledge has no railing, barriers or safety precautions preventing any persons from falling into the pool, the hot tub, verandas, decks, walkways and staircases, and the driveway and road(s), private or public, and hereby warranty's that he/she or they or any other adult invited on the premises will constantly supervise all minor child(ren) while in and around the premises of the house while on or near the verandas, decks, walkways and staircases, the driveway and the road(s), private or public and/or in the swimming pool and hot tub areas. This warranty is a condition of the Landlord/Owner renting or otherwise providing the property to the Tenant/Guest and said Landlord/Owner under no circumstances permit the utilization of the entire premises by the Tenant/Guest and its invitees without such warranty.

FURTHER ACKNOWLEDGES that Tenant/Guest shall indemnify, defend and hold harmless Landlord/Owner and its agents, directors, officers, affiliates, employees, shareholders, assigns and successors in interest by operation of law or otherwise from and against all losses suffered or incurred by the Tenant/Guest or any of its invitees, minor children, family or other guests and their successors in interest in any acts or proceedings or claims for any type of damages including attorney's fees and all other costs and any manner of action or actions, causes and causes of action, suits, dues, controversies, agreements, trespasses, damages, judgments and claims and demands whatsoever, in law or in equity, as a result of the utilization of the property including the breach of the previously provided warranty and/or any unmindfulness of the Guest/Tenant for failure of the Guest/Tenant to comply with the terms and conditions of the vacation rental and said indemnity and hold harmless provision shall extend to not only the Landlord/Owner but to any outside realty agency. The Guest/Tenant hereby further warrants and he/she or they have complete and absolute authority to execute this agreement on behalf of all minor children invited to or utilizing the premises.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 2008.

Signed, sealed and delivered in the Presence of: \_\_\_\_\_

WITNESS \_\_\_\_\_

**Tenant/Guest**

WITNESS \_\_\_\_\_

This Instrument prepared by:

Harry K. Bender, Esquire

BENDER, BENDER & CHANDLER, P.A.

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