

2011 Rental Contract & Information (LRM) - Lake Shore Rental Management, LLC (Agent) - pg 1 of 3

Sat. "Check In" and "Key Pick Up" at Bailey's Home in Pentwater ---Note: Non-discrimination as required by law.

All Mail to: Lake Shore Rental Management, LLC - 1721 N. 64th Ave. - Hart - MI- 49420 - (231) 873-5173

Lake Shore Rental Management, LLC (LRM) is an agency working for the homeowner by assisting families (renters) in securing a cottage/home best suited to their vacation needs. This rental contract is between you and the owner. It is not meant to be restrictive but informative to ensure a wonderful vacation memory for you and a positive experience for you, the owner, neighbors, as well as ourselves (LRM). We encourage you to call if you have any concerns. This contract must not be modified, and must contain the same contract information as downloaded from the website. Neglect or ignorance of the contract contents may result in "breach of contract" and full or partial loss of deposit so please be sure you read the information. We rent Saturday to Saturday unless owner specifies a different check in date. **Check In at 4:00 p.m., Check Out time 10:00 am sharp** or extra charge may be withheld if home inspectors charge extra because they could not get in to the home on time. Too many families aren't leaving on time and it has become a problem. Your home key, directions, and package will be ready for you upon your arrival. Prearrangements must be made for arrivals after 6:00pm for key and home package.

1. **Your Rental Contract and Deposit reserve and hold your home/week** and is subject to being rebooked until we receive your Rental Contract & Security/Damage deposit. If renting for two weeks, the deposit amount is due for EACH rental week. Your second week's deposit can be transferred & used towards your rental payment at time payment is made. If you fail to make your rent payment or if you decide to cancel, the security deposit will not be returned UNLESS we can rebook the home for the same week. When you send your payments please only submit ONE check from the booking contact person & not several checks from different parties. (Not all homes have phones, bring cellular). See # 5 & #6, for dep. refund & rebooking procedures. Please note, we are not responsible for items you may have left behind.
2. **Your Full Rent Payment (Rent plus 6% Mich. Use tax) is due 6-weeks prior to your 'check in' date:** It is impossible for us to contact all rental families to remind them to send their payment. Therefore, it is your responsibility to send your payment to be received at least six-weeks prior to the check-in date of your vacation. Full payment (rent plus tax) must be made in **ONE check** payable to "Lake Shore Rental Management LLC. (**Write the cottage and rental dates on check memo line.**) If we have not received your full-payment prior to six-weeks before your vacation 'check-in' day, your week/home is subject to being rebooked to another party without further notice to you. Once again, your security deposit will be lost unless we can rebook the week at the full rent price (subject to \$50 processing fee). If you have any questions regarding this policy please feel free to call. Tardy payment will result in a late payment penalty of \$10 per week for each week that the rent is paid late up to a maximum \$50 to be deducted from the security deposit.
3. **Rent Cancellation policy.** All cancellation notices, including 'rollover deposits', must be in writing (e-mail is acceptable) with a written response (receipt of cancellation) from "Lake Shore Rental Management" (so we both have documentation). We will refund your rent (minus the \$50 processing fee, see # 4) only if we are successful in renting your home at the full rent price. We've had to implement this policy because there have been too many late cancellations with lost opportunities to rebook for owner. Notice: **If you must cancel we will do our best to rebook.** If you have to cancel, the sooner we know the better chance we have to rebook the home.
4. **Security/Damage Deposits and Refunds.** Your security deposit is NOT used towards the rent (see # 1) and will be returned approximately 3 weeks after your vacation. The cleaning fee (see para.7) can be paid at the time of your rent payment or if you prefer it can be deducted from your security deposit. Damage or cleaning fees will also be itemized and deducted. You are responsible for all damages and must report all damages immediately. Please Note: There is a processing fee of \$50 for cancellations or insufficient fund checks (including deposits, rent). Make sure you have received your deposit refund and cashed the check by November or this contract's refund policy will apply for next year and we will consider it a deposit applied for the next year, as many do. If you haven't received your deposit refund by October following your vacation, be sure to call or it will be applied towards a "Roll Over" booking for the following year (pending owner's contract and dates).
5. **Re-booking or 'Rolling Over' (RO) your security deposit for a week the following year:** Please e-mail us to confirm your vacation week "in writing" for the following year. We will hold your deposit and use your previous year's rental contract as your binding agreement. We can hold, but cannot confirm your desired home/week until we have received the new homeowner's contract with their schedule of available dates. Your previous year's rental contract will be binding until we contact you and confirm your week. Once our homeowners confirm the availability for the following year, you will need to send a rental contract to hold your desired home and week. If the homeowner's contract and availability changes your vacation week and you request in writing to cancel, we will refund your 'roll over' deposit (see #3). If you do change your mind and decide that you would like your security deposit refunded, it is your responsibility to call us by December 1st to receive a full refund.
6. **These are individual homes & must be treated with care & respect** - Cleaning options are listed on back side of contract. You will need to bring your own sheets, pillowcases, towels (kitchen/bath), and any personal paper products and soaps that you will use during the week (extra toilet paper, garbage bags, plastic wrap, any soaps, etc.). Some families like to bring a DVD/VCR if home does not specify the type of TV service, since it may have antenna only which gets little or no reception.
7. **Home Restrictions:** Each cottage accommodates a maximum number of people; it is your responsibility to ask if you don't know. More people may over tax well / septic systems. Privacy & respect for neighbors must be maintained. These homes are not meant for outside late night activity that would disrupt the neighbors. An occasional guest family is welcome during the day, but no more than one family at a time (due to past abuse or deposit can be withheld). The State Parks have areas for group picnics, reunions, etc. It's the renter's responsibility to ask how many cars are allowed in parking area. If you have more than 2 vehicles you need to contact us for permission and home-specific parking provisions. RV's, cycles, 3 wheelers, tents, campers, motor homes, etc. are not allowed on owner's property. **No smoking** in homes. Do not move furniture. Carpet spot remover is available. Restrict food/beverages to dining area only. No fires of any kind without owner approval. No children to be left unattended. Please don't flush foreign products down toilet. Plumber fees resulting from these types of issues (feminine items, soap, etc) may result in a deduction of your security deposit to cover the expense. Any other specific home instructions will also be posted on refrigerator by owner. **Damage:** report any damage to an Agent of Lake Shore Rental Management immediately. Don't wait until Saturday when we are busy checking in families. Your vacation rental includes the house; it doesn't include exterior buildings or contents thereof, including, but not limited to golf carts, equipment, personal items, boats unless authorized in writing by the owner. You are renting only the house, you are not renting and may not use any other personal property that may be present. Neglecting any terms of contract can result in loss of deposit. We are not responsible for cancellations due to circumstances beyond control (severe weather damage, water damage, unpredicted circumstances).
8. **No pets- in home or on premises** - this includes visitor's pets. "If" a home description mentions that an owner may allow a pet you need an email from us confirming the owner Okays the pet. The pet MUST be listed on back of contract & email consent or deposit will be withheld. Pet is not be left unattended unless in your portable kennel. **Nature's Creatures:** Remember we're surrounded by woods & water - along with nature's wildlife (coons, mice, bats, bugs, etc). Our goal is for you to have an enjoyable week but we may need your patience since Mother Nature's creatures have a mind of their own. Ant Prevention: Keep counters clean.
9. **Agreement:** You, the booking person are the responsible party, and you have read the above, and you agree to inform all renters and guest that all renters, visitors, and guests visiting agree to hold Agent harmless and to indemnify Agent from and against all liability and claims of liability for personal injury, death, property damage, or any other loss or damage which may arise in any manner from Agent's rental to third parties of Owner's property under this Rental Agreement. Your occupancy of the property constitutes your agreement to inform all of your guests and co-users of the property of all the terms of this contract and of the rules for use of the property. You agree for yourself and anyone using or occupying the property that the agent is not responsible for any damages or injury that may result from use of the rental premises. At the option of the Owner and/or Lake Shore Rental Management you may be responsible to the owner for any damage or any potential loss of income directly related to you booking the owner's home. These are privately owned homes. Some homes are new and some are described as older and rustic. Our hope is that you will have a great vacation so we'll do our best to help you find a home/location best suited for you. The home is rented 'as is'. If something stops working, we will do our best to have it repaired ASAP. If you have suggestions please write a note and we will share it with the owner, but we don't have control whether they perform or not. You are invited to the church of your choice. We do hope you have a great week! ****THE INFORMATION HEREIN IS BELIEVED TO BE ACCURATE BUT IS NOT WARRANTED** Failure to abide by any of these rules and homeowner requests may result in partial or complete loss of deposit.**

Date Signed: _____ **Home** _____ **Week** _____

Responsible Party Signature _____ **Print Name** _____

Must Sign

2011 YOUR EMAIL ADDRESS: _____

Home _____ Rental Week(s) (date) _____

No more than the maximum number of people allowed per rental cottage – check on website or call if you don't know. It is your responsibility to not go over limit of people home/premise accommodates. Total Number of People overnight _____

HOMES DO NOT ALLOW Pets unless stated in home description. If the house allows a pet the pet must be listed and permission granted in writing or deposit will be withheld and you will be asked to leave. Also no visitor pets, not even in yard. List _____

Cleaning Fees are not included in the rent. As to keep this charge to a minimum there will be a check-out list for you to follow on your departure. Cleaning fees are also subject to 6% tax. If you do not have 'check out instructions' in your package or at the house please call. For prices or any concerns, feel free to call.

Payment method

____ Pay by check at time Payment is due (please issue a separate check to Lake Shore Rental Management, in memo put 'cleaning (week) and Home name.

____ Deduct from security deposit (if no payment is made prior, cleaning fee will be charged and will automatically be deducted from deposit).

The rent, plus 6% MI Use tax is due 6 weeks before rent week. You can pay home inspection fee (or full cleaning fee) at this time or if you prefer we can deduct cleaning fee from your deposit or you can pay in separate check when you pay your rent. Payments will be deposited as received.

Vehicles- If you don't know the total vehicles allowed, please inquire, otherwise parking space for 2 vehicles (trailer is considered 1 vehicle space). Some homes have more room for parking, inquire if you don't know. Total Number of Cars _____

No campers, tents, motor homes, rv's allowed.

Day Phone: _____ Evening: _____ Cell Phone _____ EMAIL: _____

Make sure you have read and agree to terms of **both pages** of contract. By sending deposit you are also acknowledging you agree to terms of contract..

Must Sign

Responsible Person Signature: _____

Print Name: _____

(Above signature confirms you have read both pages of this Renter Information/Contract and agree to abide by contract)

Renter Address: _____

PLEASE NOTE: Prices and Home Information may change pending owner's annual contracts, please check with us to confirm website has current information. Weekly rentals are from Saturday to Saturday – unless otherwise specified. Check-in: 4:00 PM. Check-out: 10:00AM sharp. If no phone is mentioned, the cottage will not have a phone, bring your cellular phone. No fireworks are allowed. You will need all linens. Unless indicated, NO PETS, NO SMOKING. Contract/Deposit is necessary to HOLD. Deposit is not applied toward Rent payment. (Mich. Use tax is 6%. which is in addition to rent) Read and abide by all rental information to ensure deposit return. Neglecting terms of contract can result in loss of deposit. It should be noted that we are not in the Hotel/Motel business. These are private homes and should be treated with care and respect. This is greatly appreciated by the owners. Please leave the cottage clean, new renters will be arriving shortly. **Each home has a specified number of guests allowed & vehicles allowed.** For larger gatherings many parks are available, no more than one visiting family at a time, or inquire. Please check for annual price change, weeks available, confirmation. Contracts and Deposit due upon receipt of owner's contract to confirm availability. Realize that these are privately owned homes/cottages and like your home, things do need repair from time to time. We cannot be responsible if you discover something that has malfunctioned or is not working to your satisfaction. Also, Homeowners sometime change amenities without notifying us. We always do our best to resolve 'unanticipated problems' for you as quickly as possible. During these times 'we' work harder than ever and we may need your patience. This contract isn't meant to inconvenience you, but to ensure that the owner, you, your family, and the neighbors all have a nice experience.

The home descriptions have been provided by courtesy of the owners: If you have any questions or concerns please feel free to call.

All Mailings Including Deposits and Payments send to:

Saturday "Check In" & "Key PickUp Address or print map from web site

Lake Shore Rental Management LLC
1721 North 64th Avenue
Hart, MI 49420
(231)873-5173

Saturday "HOME/Office" for key pickup and
check on 333 Carroll Street, Pentwater, MI 49449

Directions to Lake Shore Rental Management, LLC for Saturday Check In and Key Pick Up: From US 31, take Monroe Road (Bus 31, Pentwater) Exit. Turn towards Pentwater, follow lake to the marinas and turn right on Carroll Street and go 2 ½ blocks north to 333 Carroll St. on west side of road, or park in downtown parking lot just north of the Shelby Bank. Walk to the back of parking lot, back yard to left through gate to sliding door. Or park on Carroll Streep and enter from front door.

Diane (231) 873-5173 – for emergency, leave message then also try calling 231-578-6778

Email: Diane@LRMvacations.com Web Site: www.LRMvacations.com

What is Needed – What is provided

The owners provide mattress pads, blankets, bedspreads, pillows.

- You'll need to bring sheets, pillowcases, all towels; kitchen and bath. There isn't a laundry service in the area and it would be unlikely anyway that they could take care of the several homes we have in the amount of time given. In addition, linens accidentally get thrown in with families laundry and by the end of the summer the owner is missing towels or sheets.
- You'll also want to bring any soaps and paper products that you'll need for your personal use. Examples: Extra toilet paper, paper towels, plastic wrap, foil, garbage bags, etc.

Grills:

- Charcoal Grills – you'll need to bring charcoal.
- Gas Grills - For those homes with gas grills we recommend to bring an inexpensive, portable propane tank (Walmart, Meijers, etc.) should the gas run out during grilling. We suggest that all owners have an extra tank, but they sometimes they are left on or empty. If you wanted it filled, the following locations fill tanks; Some State Parks, Excel Propane 873-0004 just east of the Hart US31 exit, Jacks Trailer Sales 869-5033 north of Pentwater as you turn north on Pere Marquette Highway just it's on the right; Pamida also swaps empty for full tanks located just east of Hart US31.

Please make sure you have received a map to your house/cottage so those driving will all have directions.

If you have received permission- (for those few homes that allow pets) make sure to bring a portable kennel. The best of pets can cause damage when left unattended in a strange environment.

These are privately owned homes/cottages. We expect that they will be cared for and maintained during your stay. If something has broke please replace or call us so we can have it repaired/replaced for the next family (and owner).

Please feel free to call or email if you have any questions.