

#### HOUSEKEEPING

Your accommodations will be cleaned to quality standards prior to your arrival and after your departure. You will be responsible for the cleaning of your unit during your stay and for leaving the unit in good condition at **check-out**. We respectfully request that you remember you are staying in someone's home during your vacation; please treat it with the care you would your own. **Smoking is strictly prohibited inside non-smoking units.** If accommodations are left damaged or unusually messy (such as unwashed dishes, food or garbage left in the unit, stains on furniture or carpet or deodorizing as a result of smoking), **your security deposit may be forfeited.**

## RENTAL POLICIES & PROCEDURES

South Walton Realty, Inc. offers a variety of accommodations for your vacation needs, from two bedroom condominiums to spacious eight + bedroom homes. All of our properties are located along Scenic Highway 30-A, which runs along the emerald waters of the Gulf of Mexico on the beautiful Beaches of South Walton. Our office is located on Highway 393, one and one half (1.5) miles South of Highway 98 East, between Destin and Panama City Beach. The area features an un-crowded residential section located on sugar white sand beaches, perfect for the family vacation or quiet getaway. Close by are restaurants, major resorts, a large outlet shopping mall, entertainment, and nightlife.

### THE RENTAL PROPERTIES

All of our properties are individually owned and equipped, furnished and priced according to the owners' preferences. The kitchens are fully equipped and most of the units have laundry facilities. They also have a telephone, television, basic cable service, linens, and a VCR. You may rent cribs, highchairs, and rollaway beds through a local service. You will need to provide your own crib linens. Basic housekeeping services are provided at the end of your stay upon your departure. If you decide you require daily maid service, please arrange this with us before your arrival.

You will also need to provide your own beach items such as toys, towels, etc. Beach chairs and umbrellas may be rented from Southern Resort Beach Services. They can be reached at 850-267-3614 (Leave Message) or 850-865-9587. Delivery is free within 10 miles of Dune Allen. Guests will need to provide their own paper items and cleaning supplies. An initial set up of trash liners, bathroom paper, and facial soap is provided. Extra items needed are the responsibility of the guest.

**South Walton Realty does not rent to vacationing students or singles under 25 years of age unless accompanied by their parents. Any reservations made under false pretense will be subject to forfeiture of advance payment and/or any rental monies paid.**

### RESERVATION, SECURITY DEPOSITS, DEPARTURE FEE

Reservations are taken on a first come, first served basis. **A RESERVATION/SECURITY DEPOSIT of ONE HALF OF THE WEEKS RENT excluding sales taxes** are required. Your deposit is due **WITHIN 7 DAYS** from the date you book your reservation. This is absolutely necessary to confirm your reservation, verify dates, and avoid cancellation. A **DAMAGE DEPOSIT of \$400.00 to \$5,000.00** will also be required (depending on the property) and will be refunded to you by mail approximately two weeks **AFTER YOUR DEPARTURE**. It may be used to cover damages to the property by the tenant, delinquent rent, late check out charges, items missing from the property, insufficient funds checks, lost keys, lock out charges and any other unusual charges resulting from your stay. The security deposit is not a waiver of our right to charge for damages in excess of the amount of the deposit.

### RENTAL PERIOD

The minimum rental period for most reservations during the **SUMMER** season is one week. There are exceptions and you must ask the Reservation Agent. Depending on the property, rentals start on Friday, Saturday, Sunday, or Monday. During the remainder of the year, the minimum rental period is three nights, unless otherwise noted. Some properties are available for monthly winter rentals.

### CANCELLATIONS

Should you find it necessary to cancel your reservation, please call as soon as possible. Your deposit, less a \$100.00 fee, will be refunded, provided we receive the cancellation at least 30 days prior to your arrival date. Within this period, deposits are not transferable from house to house or week to week. If less than 30 days notice is given, your deposit will be forfeited to owner for lost revenue. **REFUNDS** will not be given for late arrivals or early departures under any circumstances. Any weather related or Acts of God circumstances causing delays, evacuations, postponements or cancellations will result in **NO REFUND** unless the county orders a **MANDATORY** evacuation of the coastline.

### METHOD OF PAYMENT

**WE DO NOT ACCEPT CREDIT CARDS** at this time. We **DO** accept cash, traveler's checks, or personal checks with proper identification. It is required that you settle your account with us upon arrival.

### SALES TAX

All rental rates are subject to a 7% Florida State Sales Tax and a 4% local tax for a total tax of 11% in Walton County.

### CHECK-IN

Check-in time is **AFTER 3:00PM, Central Standard Time**. If you anticipate checking-in after 4:00PM, please notify the office to arrange after hours check-in, picking up your key and directions. If you arrive before 2:00PM, check with us to see if your unit is ready before going to the unit. **YOUR RENTAL BALANCE AND DAMAGE DEPOSIT IS DUE UPON CHECK-IN OR MUST BE PAID THE NEXT DAY IF YOU ARRIVE AFTER CLOSING.**

### CHECK-OUT

**Check-out** is no later than **10:00AM**. This includes all persons, vehicles, and luggage. Please bring all keys to our office. There is a box for keys if you leave before 8:00AM.

Your cooperation and help is appreciated. There may be a \$50.00 per hour charge for late check-out, **IF** prior permission has not been given by South Walton Realty, Inc. Lost or non-returned keys will result in a \$25.00 per key charge to cover the cost of a locksmith, having locks changed and new keys made.