

# Middle Bass Vacation Rentals Rules, Check-In & Check Out Instructions

[www.middlebassrentals.com](http://www.middlebassrentals.com)

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## Emergencies

Should an emergency occur during your stay at any Middle Bass Vacation rental that requires immediate action, other than an injury or theft, a responsible employee can be reached Monday-Sunday 9:00 - 9:00 at 216-244-2057 or 216-244-2056. Medical emergency dial 911.

## Reservation Instructions

PLEASE FIND ENCLOSED THE FOLLOWING:

1. Deposit Requirements: 50% of total

Last-minute bookings may be available, but the full rent and the security deposit will be due at the time of booking. The refund policies are the same as for regular bookings.

At least one person 21 years of age or older must stay overnight in the unit each day of the rental period.

This must be completed PRIOR TO CHECK IN.

1. Liability Waiver & Rental Rules Acknowledgement -  
Please sign and fax to:

**September 1 - May 15    FAX: 330-297-9314**

**May 16 - August 31    FAX: 419-285-2067**

2. Directions & Key to the rental. All directions will be sent to you via email or fax approximately one week prior to your stay.
3. Cancellations: All rental fees, less processing fee, will be returned if reservation is cancelled prior to 30 days of arrival date. Any cancellation of less than 30 days will result in forfeiture of your paid deposit unless we are able to re-rent the unit. Cancellations of less than 14 days are completely non-refundable. A \$50 processing fee is charged on all cancellations.

**Please initial each page, confirming your understanding of our policies \_\_\_\_\_**

## CHECK OUT

Checkout time is 11am unless an extension has been obtained from the Middle Bass Vacation Rentals. Non Approved late check outs will be billed at \$50.00 per hour. **Charges for non-compliance with rental rules will be billed to your credit card.** All credit card charges will appear as Middle Bass Vacation Rentals, Inc.

When you check out, the following must be done:

1. Secure all doors and windows. When opening up the windows, please make sure that you move the blinds or window treatments out of the way.
2. **Bag all trash and place in dumpster at condos, place in trash container at cottages.** Failure to remove trash from unit will result in \$25.00 additional charge.
3. **Load and run the dishwasher.** Failure to do so will result in an additional charge of \$25.00
4. Turn off all lights, fans and grill. Please turn the air conditioner up to 75. During Spring, Fall & Winter months please make sure the heat is left on 55.
5. Place all soiled linens and towels on the floor. Any unused linens/towels should remain in place.
7. Return **all keys to the lockbox.** If keys are not returned, you will be charged \$100 to re-key the unit.

**Accidents, Injuries:** Should an accident or injury occur during your stay, 911 service is available.

### Firearms, Firecrackers, Fireworks and Other Explosives

**No firearms, firecrackers, fireworks or explosives of any kind are allowed to be discharged in or outside the unit.** Repairs to a unit or grounds caused by the use of any of these items will be charged to the credit card on file to the renter occupying the unit at the time the damage occurred.

### **Other Miscellaneous Information**

**No dirt bikes, all-terrain vehicles, firearms, or firecrackers are permitted on the property.**

**Of course, no illegal drugs or other illegal activities are permitted on the property.**

**Please initial each page, confirming your understanding of our policies \_\_\_\_\_**

## Pets

No pets are allowed in Middle Bass Vacation Rentals units without prior consent from Middle Bass Rentals after unit owner approval. Remember, this is someone else's home. Evidence of a pet in the unit will result in an additional cleaning charge of \$250.00

## Smoking

### **NO SMOKING IN THE UNIT.**

Middle Bass Vacation Rentals are non-smoking units, however, you may smoke outside. Any evidence of smoking inside and there will be an *additional cleaning charge of \$250.00*.

## Fish Cleaning

**Absolutely NO FISH CLEANING permitted in units.** Evidence of such, including smell will result in an additional \$250.00 charge.

Thank you for choosing Middle Bass Vacation Rentals!  
We hope you have a wonderful stay with us...

*Please remember to respect everyone around you...*

Please initial each page, confirming your understanding of our policies \_\_\_\_\_

**Middle Bass Vacation Rentals, Inc. - Credit Card Authorization**

**Condo #** \_\_\_\_\_

The undersigned hereby authorized "Middle Bass Rentals, Inc." to bill charges relating to the rental of a unit in the amount of:

**TOTAL COST \$**\_\_\_\_\_ **(This amount reflected in your confirmation email)**

**Contact us regarding payment using checks. However a credit card must be submitted for file.**

(Any damage or violation will be billed to the credit card of the person booking the stay.)

This is based on \_\_\_\_\_ nights rental from \_\_\_\_\_ to \_\_\_\_\_. Please sign authorization information below acknowledging this total charge on your credit card which has been credited toward your balance. You understand that all charges will appear on you credit card statement as "Middle Bass Vacation Rentals, Inc."

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

Address \_\_\_\_\_ Phone #: \_\_\_\_\_

Email address (for sending directions and key info only): \_\_\_\_\_

Please sign and fill out the below information. By doing this you are authorizing Middle Bass Vacation Rentals, Inc to bill your credit card for the rental. Please fax back to 330-297-9314 between September 1 - May 15 or 419-285-2067 between May 16 - August 31) OR mail to: **Middle Bass Rentals, Inc., Middle Bass, Ohio 43446**. This charge will appear on your credit card billing statement as "Middle Bass Vacation Rentals, Inc". If credit card information was supplied via web site reservation, you need only to state "Card on file" for credit card details. You **MUST** complete bold areas below however.

The undersigned hereby authorizes Middle Bass Vacation Rentals, Inc. to bill charges relating to the rental of a unit from (dates) \_\_\_\_\_ to \_\_\_\_\_ 20\_\_\_\_, to the following credit card. My signature below signifies that I agree with the terms and conditions of the contract.

Card Type: \_\_\_\_\_ Expiration: \_\_\_\_\_ Card Number: \_\_\_\_\_

Security Code: (3 digit on back for Visa or MC): \_\_\_\_\_

**Print name of the Cardholder as it appears on the credit card:**

\_\_\_\_\_

Billing address for credit card: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Middle Bass Vacation Rentals, Inc.

**WAIVER**

The undersigned (Print name):

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hereby agree(s) to hold Middle Bass Vacation Rentals, Inc., the unit owner(s) and the rental company harmless against any and all claims, damages or causes of action for damages arising from injury to persons or property, or loss of life sustained in or about the unit and improvements thereon, or in or on the walkways, porches, decks, patios, stairways or streets in front of or appurtenant thereto by any person or persons whatsoever.

The undersigned further agree(s) that Middle Bass Vacation Rentals, the unit owner(s) and the rental company shall not be liable for any personal injuries or damages to any goods, wares or property regardless of how such injuries or damages may be caused, or whether resulting from acts of negligence or by actions of occupants of adjacent properties or from the action of the elements.

**The undersigned is/are aware that charges for damages to the unit or property during the period of the rental will be added to the charge card provided for the rental of the unit, and a detailed statement of any such charges will be mailed to the renter(s).**

The undersigned warrants that he/she/they have received, read and understand the Rental Rules.

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

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I certify that I have read, agree to, and hereby will abide by all Rental Rules, Check-In, & Check-Out Instructions.

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

**THIS MUST BE SIGNED AND RETURNED TO MIDDLE BASS VACATION RENTALS, INC., PRIOR TO CHECK IN.**

**PLEASE FAX TO:**

**September 1 - May 15      FAX: 330-297-9314**

**May 16 - August 31      FAX: 419-285-2067**