

**GUEST RENTAL AGREEMENT/INFORMATION for \_\_\_\_\_**

**OWNER INFORMATION:**

**DATE:** \_\_\_\_\_

Terry Martin	276 952-7392 (cell)	Mailing Address:
Stephanie Martin	276 952-8079 (cell)	P. O. Box 126
	276 930-2701 (landline)	Woolwine, VA 24185

**Email address:** [stephanietmartin55@gmail.com](mailto:stephanietmartin55@gmail.com)

**PayPal address:** [oceanoaks5355@gmail.com](mailto:oceanoaks5355@gmail.com) j

Thank you for your interest in renting Ocean Lakes **Site** \_\_\_\_\_  
for the **check-in** date \_\_\_\_/\_\_\_\_/\_\_\_\_ and **check-out** date \_\_\_\_/\_\_\_\_/\_\_\_\_.

We rent to families and responsible adults **aged 25 or older**. Please read and keep pages 1 thru 4 for your records and return page 5 with your \$\_\_\_\_\_ refundable deposit.

**DEPOSIT** is due 14 days from the above date, time permitting. If I do not hear from you within that time, I will determine that you do not want the house and it will be reopened for rental. The deposit may be paid by personal check, money order, Paypal, or Venmo to Stephanie Martin. Personal checks are not accepted less than 30 days prior to arrival.

**RENTAL FEE:** \_\_\_\_\_ (\$\_\_\_\_\_/night or \$\_\_\_\_\_/week)

12% Accommodation Tax \_\_\_\_\_

Departure Cleaning \_\_\_\_\_

Elevator (\$100): \_\_\_\_\_ (Site 1153)

**Total:** \_\_\_\_\_ due by \_\_\_\_\_

Rental fee includes cart use. **Should our site receive a cart citation prior to your week, we will no longer offer the cart use.** Carts may be rented from OL Golf Cart Rentals (843 238-8841). Should you bring your own electric cart, you must register it at the Ocean Lakes Golf Cart Rental office. Contact the office for up-to-date policies and procedures prior to your arrival. If you bring your cart on a trailer, the trailer must be parked at the house or in overflow parking.

The elevator is to be operated only by persons 16 years of age or older. Under no circumstances is a child under the age of 16 to ride in the elevator alone. (The elevator reaches the first floor of the unit only. It opens to the inside of the house.)

## **LOCATION**

Site 1153 - Enter through the main gate to the first road on the right, Spring Lane. Go to the end of Spring Lane and turn left onto Neptune Road and continue straight all the way to the beach wall. You have gone 1 house too far. House 1153 is on the left, gray with black shutters. It is easier to back in since the house is at an angle to the road.

Site T 14 - Enter through the main gate to the second road on the left, Sandlapper Drive. Turn left and go about halfway down the block to an intersection. House T-14 is on your left, corner lot. House is gray with black shutters.

**GUESTS** The maximum number of guests permitted to occupy the property is **6** at site T14 or **12** at site 1153. We do not rent to non-family groups including but not limited to spring breakers and recent high school graduates. Any violation of this will be reported to security and will result in termination of rental without refund. The rules of OL must be followed or we have the right to terminate this agreement and ask disruptive guests to leave without refund.

**PETS** of any kind are only allowed with our approval. (Site 1153)

**CHECK-IN** is after 3 pm. We rent weekly only (Saturday-Saturday) during the months of May thru September. We have a two night minimum the remainder of the year.

**CHECK-OUT** is by 10 am. Please be respectful of this time to allow for proper cleaning and any necessary repairs to be completed for the next renters.

**PAYMENT** must be paid in full 30 days prior to check-in date (except for last minute reservations). This may be paid by personal check, money order, Paypal, or Venmo. Personal checks are not accepted less than 30 days prior to arrival.

**PARKING PASSES** (\$12 per day) are purchased by the renter from Ocean Lakes Family Campground. You can do this by mail with the express pass form provided in this mailing or you can wait until the day of check-in and obtain a pass from the OL office.

**CANCELLATION POLICY** Cancellation requires 30 days notice before check-in date to be considered for refund. If less than a 30 day notice is given and the property is re-rented, the rental fee will be refunded for the amount of rent able to be collected from the new renter. (Deposit will be fully refunded.)

**HURRICANE POLICY** If there is a mandatory evacuation of the South Carolina coastline, your rental rate will be prorated for the days you could not stay due to the evacuation.

**LIABILITY** The site owners are not responsible for damage, loss or theft of personal property, including but not limited to automobiles, motorcycles, recreational vehicles, personal items and cash. We are also not responsible for any accident or injury that you or anyone in your group might incur while being a guest in our house or on Ocean Lakes property.

**SECURITY** If you need security for any reason, please call Ocean Lakes Security at **843 828-4847** before calling 911. The security team will lead the police officers directly to the house.

**CLEANING POLICY** The cleaning fee is required on all reservations. The booking deposit will be refunded 14-21 days after your check-out if the house is left with departure guidelines followed (refrigerator emptied, dishes washed, trash removed, etc.), property undamaged, and no fines levied by Ocean Lakes Family Campground. If there should be a cleaning/damage problem noticed when you arrive, it should be reported promptly by calling either of the owners. (Trash pick-up is on Mondays and Thursdays.)

**MAINTENANCE POLICY** All equipment should be in working order. Please report any inoperative equipment promptly by calling either of the owners. We will make every reasonable effort to have the repairs made as soon as possible. No refunds will be made for problems concerning dishwasher, TV's, washer/dryer, or any small appliances. The owner reserves the right to enter the property or have a service provider enter the property to perform monthly filter changes, pest control services, or maintenance repairs.

**To prevent the cooling unit from freezing up, do not turn the thermostat below 68 degrees. Keep all doors and windows shut so the unit can function properly.**

**Refrigerators will cool better if drinks/waters are added daily rather than all at once. May take 24 hours for any refrigerator to adjust to the empty/fill routine of renters. Prefer coolers to be left on porches to prevent inside floor damage.**

**VEHICLES** Site T 14 is limited to 2 vehicles. Site 1153 is limited to 3 vehicles (no rear dual-wheeled vehicles). Additional vehicles must be parked in the overflow parking areas adjacent to the South Gate. The riding of motorcycles within the campground is strictly prohibited. Motorcycles must be on a trailer, pushed or towed to sites, or parked in the designated area near the South Gate.

**KEYS** You will be given a code to the outdoor keyholder located on the first floor deck. Please use that key to unlock the house upon your arrival and place it back in the key box for any accidental lock-outs. Two house keys are provided on the key hook located inside the house by the front door.

Site T 14 - Cart keys are provided on the key hook located inside the house by the front door.

Site 1153 - If a cart is provided, you will be given a code to that key box located inside the house. If you choose to have use of the elevator, you will be given a code to that key box located inside the house which holds the deadbolt key to the elevator.

At check-out, please leave all outside doors locked and return keys to their original places.

**LINENS, TOWELS, AND PAPER PRODUCTS** Guests must furnish their own linens, towels, and paper products. Bedspreads, mattress covers, and pillows are provided. Decorative pillows are not for personal use. Please do not sit on bedspreads (or furniture) with wet bathing suits/suntan lotion. Please keep protective diapers on small children.

Site T 14 - 1 king-sized bed, 1 full-sized bed, 1 queen pull-out sofa

Site 1153 - 1st floor - 1 king-sized bed, 1 queen pull-out sofa  
2nd floor - 1 king-sized bed, 1 queen-sized bed, 1 full-sized bed,  
1 bunk bed with twin over full and twin trundle

**GRILL** Please leave the propane grill tank valve in off position when not in use. Leave the grill clean and covered. (Not part of the cleaning service.)

**CART** If cart is included with rental, please leave cart clean, fully charged, and plugged into charger upon departure.

**WIFI** network and password information is posted inside the house.

**SMOKING/VAPING** This is a non smoking/vaping house. If you are a smoker, please smoke on deck areas that will not allow smoke to enter the house and use sand buckets provided on each deck. Please remove the butts and throw them away before leaving. Please be considerate of others and do not throw butts off the deck.

**Please complete, sign, and return this page only with your deposit.**

Date \_\_\_\_\_

Name \_\_\_\_\_

Mailing address \_\_\_\_\_

\_\_\_\_\_

Email address \_\_\_\_\_

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

Number of adults 25 or older \_\_\_\_\_

Number of young adults 16 - 25 \_\_\_\_\_

Ages of children 15 and younger \_\_\_\_\_

Number of cars \_\_\_\_\_ (Can use overflow parking at South Gate if needed.)

Arrival date \_\_\_\_\_

Departure date \_\_\_\_\_

Rental fee \_\_\_\_\_ (\$\_\_\_\_\_/night or \$\_\_\_\_\_/week)

12% Accommodation Tax \_\_\_\_\_

Departure Cleaning \_\_\_\_\_

Elevator (\$100) \_\_\_\_\_ (Site 1153)

Total: \_\_\_\_\_ due by \_\_\_\_\_

Rental fee includes cart use.

**I have read and agree with the guest rental agreement and information.**

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