



Hillside Cottages
279 Harrison Road
Norway
ME 04268

Telephone : 207 744 0110
207 291 5096

E-Mail : hillsidecottagesme@gmail.com

VACATION RENTAL AGREEMENT

A completed Vacation Rental Agreement is required to confirm a reservation.

Dear Guest:

Here is the rental agreement for your reservation at Hillside Cottages. Your reservation details are shown on your booking invoice. Please take the time to read over the agreement.

This rental agreement is a binding legal contract and should be carefully reviewed. By entering into this contract, the guest is agreeing to all of the obligations and responsibilities outlined in this document.

This agreement is entered into the Owner of this property (Owner) and (Guest) who is responsible for the actions of their family and guests. The Guest hires from the Owner for use as a vacation home, those premises described in "Rental Property" for a term commencing on "Arrival Date" at 3:00 PM or later and terminating on "Departure Date" before 10:00 AM as specified in this agreement. Latest check in time is 9:00 pm. Please contact our office if you are going to arrive late on your check-in day or if you will be checking out early.

CAPACITY

Each property lists the number of people allowed. This is determined by the number of sleeping spaces and the requested Guests you have identified. We ask that you do not exceed the number listed either by the size of your party or by the number of guests you have visit during your stay. Hillside Cottages has the right to ask you to leave if capacity is exceeded and you would forfeit all money paid.

Maximum Allowed Occupants in Young Cottage is **3 persons.**

Maximum Allowed Occupants in Ross Cottage is **2 persons.**

Maximum Allowed Occupants in McLeod Cottage is **2 persons.**

Maximum Allowed Occupants in Macintyre Cottage is **4 persons.**

Maximum Allowed Occupants in Arran Trailer is **3 persons.**

Maximum Allowed Occupants in Munro POD is **2 persons.**



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The use of recreational motor vehicles, trailers, mobile homes, trucks with camper inserts in the bed, and any other vehicles that provide sleeping accommodations, for purposes other than transportation, are prohibited. Over occupancy of rental cottages INCLUDES occupying vehicles of this type and subjects' guest(s) to eviction for violation of the occupancy limits.

PAYMENT & CANCELLATION POLICY

As we are a small business, late cancellations and no-shows really affect our business, therefore our deposit and cancellation policy is as follows:

- All bookings must be taken on a valid credit card.
- We require a 10% deposit that will be charged to your credit card upon booking, the deposit is **non-refundable**.
- We will automatically cancel any reservation for which we do not receive a valid credit card.
- Cancellation less than 14 days before arrival – 50% of total stay will be charged.
- Cancellation less than 7 days before arrival – 100% of total stay will be charged.

The balance of your reservation will be charged to the credit card after your arrival. If we do agree to a refund of any monies there will be a \$ 25 administration fee.

CHECK-IN/CHECK-OUT TIMES

Check in is at 3:00 p.m. or as soon as the property has been cleaned, inspected and deemed ready for occupancy. If we are not available for your check in time we will inform you of where to obtain key for your Cottage. Latest Check in time is 9:00 pm.

Check-out time is 10:00 AM. Please leave your key in the Cottage and lock the door on leaving. Refunds will not be issued for early check out. If our Housekeeper is required to wait past 10:30, unless late checkout has been agreed, an extra fee of \$15 will be charged.

ITEMS SUPPLIED

Hillside Cottages will supply linens for each bed and set of bath towels for each guest (as indicated by the property capacity). We supply two rolls of toilet paper per bathroom, paper towels, trash bags, dish soap and small bath soaps. Cutlery and cooking utensils are also provided. The Guest is responsible for any extra items they require.



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HOUSEKEEPING

Refresh of Towels will take place after 3 nights. Refresh of bedding will take place after 7 nights.

TRASH REMOVAL

Trash collection takes place on the days we change towels and bedding.

RECYCLING

We actively encourage recycling at Hillside. Recyclables are tin cans, cardboard, paper, plastic bottles and soda/beer cans. They can be placed in the green container adjacent to the office.

REPAIRS

PLEASE contact our on call cell immediately (207 291 5096) should you discover a problem in your Cottage. The Owner are not responsible for compensation of any part of the Guest fees due to failure of appliances or fixtures resulting in short term inconvenience. We always do our part to remedy problems to the satisfaction of our guests.

PETS

Hillside Cottages offers a pet friendly Cottage. Young Cottage is our only Pet Friendly Cottage. If you choose to bring your pet to our Pet Friendly cottage, a \$15 Pet Fee per night will be added to your reservation summary.

Please do not bring a pet to a non-pet friendly property. Should we discover evidence that a pet was in a non-pet friendly property a \$250 fee will be added to your account summary to cover special cleaning costs and you will be asked to leave the Cottage and forfeit all money paid.



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SMOKING

NO SMOKING IS ALLOWED AT HILLSIDE COTTAGES

Anyone who fails to adhere to this policy will be asked to leave immediately and forfeit any monies paid. If we discover evidence that smoking occurred during your stay, a \$250 fee will be added to your account to cover special cleaning costs and asked to vacate property immediately with no refund.

FIREARMS

No firearms are allowed at Hillside Cottages. If we discover any guest with a firearm onsite, you will be asked to leave the Property immediately with no refund.

TELEVISION

Cottages are equipped with a streaming TV. The Cottage information folder will detail TV operation and channel listings available.

TELEPHONE

Cottages are equipped with telephones for local calls only. Long distance calls and directory assistance calls must be collect calls or charged to a calling card. Cell phone reception varies according to location and service carrier.

INTERNET SERVICE

Wireless internet at Hillside Cottages is free to those guests who accept these terms and conditions. We do not warrant that the Service will be uninterrupted, timely, secure or error-free at all times or will meet your requirements. We are not responsible for the security, integrity, accuracy, or completeness of any information that you transmit or receive while using the Service.

CAMPFIRES

Campfires ARE NOT permitted.

FIREWORKS

Fireworks ARE NOT permitted. This is also enforced by the town of Norway who do not allow fireworks in the town.



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CONTACT INFORMATION:

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