



*Alpine Villa in Breckenridge Colorado*

Owned and operated by Hawkins Properties LP

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## Alpine Villa Retreat Rental Contract

I, \_\_\_\_\_, represent the party coming to the Alpine Villa and enter into this agreement with the owners of the Alpine Villa. I understand that it is my duty to inform all of the guests in my party of the terms, policies and information outlined in this contract.

### **I. Liability** \_\_\_\_\_ (initial in the blank that you have read, understand and agree to the terms outlined in this section)

I will ensure that everyone in my party upon arrival at the Alpine Villa reads and signs a Waiver and Release form. I understand that the Alpine Villa is off-limits to anyone who has not signed a Waiver and Release form. The Waiver and Release form contains important safety information. Our party agrees to follow these safety instructions and assumes liability for our activities while staying at the Alpine Villa. The Alpine Villa does not accept responsibility for any accidents or injuries that may occur to anyone while at the Alpine Villa

We will act responsibly. We understand disorderly conduct is not allowed. Anyone in my party involved in disorderly conduct, illegal activity, or any unsafe behavior is subject to removal from the premise.

If my party brings children to the Alpine Villa, we will not let them go unsupervised. The steam room, pool, rock climbing wall, stairs, river, pond, and other features of the Alpine Villa pose significant danger to children. We understand that these features are designed for adult use and should only be used by children under adult supervision. If we bring small children to the Alpine Villa, we will take extra precaution. We understand that the book shelves, kitchen drawers, cabinets, plant stands, workshop, and other areas within a toddler's reach contain sharp objects, cleaning chemicals, and items that could be harmful. It is our party's responsibility to restrict access to these areas.

### **II. Inconveniences** \_\_\_\_\_ (initial in the blank that you have read, understand and agree to the terms outlined in this section)

The Alpine Villa does not accept responsibility for the weather and its inconveniences, costs, or damages, including people's ability to perform the activities intended during their stay, access to the Alpine Villa, or people's ability to get to any other destination during their trip. We understand that there are times in the winter that it snows so heavily that roads shut down, plows are delayed in clearing the driveway, and access to/from the Alpine Villa is extremely difficult. We accept these inconveniences and others that are outside of the owner's control such as disruptions to power, Internet, phone, waste, water, and garbage removal services.

### **III. Shared vs. Exclusive Use** \_\_\_\_\_ (initial in the blank that you have read, understand and agree to the terms outlined in this section)

We understand that if we have rented the entire Alpine Villa facility, we will have exclusive use of all the Alpine Villa amenities we have paid for except those specified and occupied by owner. If we have rented only a portion of the Alpine Villa, the facilities we have not rented are subject to use by others during our stay. We understand that we may also encounter the owners, repair personnel, and cleaning personnel during our stay.

### **IV. Pet Policy** \_\_\_\_\_ (initial in the blank that you have read, understand and agree to the terms outlined in this section)

The Alpine Villa is pet friendly, but with restrictions. We agree to the following pet policy:

- 1) A maximum of 2 pets is allowed.
- 2) A \$150 non-refundable fee is assessed.
- 3) A credit card authorization is required for potential damages and excessive cleaning.
- 4) Pets must stay off of carpeted areas unless kenneled. All bedrooms are carpeted.
- 5) Pets must be with owners at all times and not left alone at the Villa.
- 6) The pet owner is responsible for cleaning any pet hair before departure. Animal hair, waste or stains found inside the retreat will require a complete allergenic vacuuming/cleaning and extra cleaning charges will be charged
- 7) Pets cannot be left outside due to extreme cold temperatures and predator wildlife, e.g. bears and coyotes.
- 8) Guests who bring a pet without prior permission, bring more than 2 pets into the Villa, or violate this pet policy will be asked to remove their pet immediately.



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### **V. Extra Charges** \_\_\_\_\_ (initial in the blank that you have read, understand and agree to the terms outlined in this section)

We agree to pay extra charges for all of the items listed below should they occur:

- Use and cleaning of rooms not paid for including owner areas and optional rooms such as the conference room and Nook & Cranny loft
- Events or excess number of guests not paid for
- Smoke removal should any smoking occur indoors or from smoking near open exterior doors or windows.
- Pet stays, pet stains, pet hair, and pet odor removal.
- Troubleshooting, resetting, or repair of any audio, video, or network system components due to tampering.
- Water and freeze damage due to exterior doors left open in the winter.
- Return of personal items left behind.
- Use of the commercial smoker if not paid for.
- Missing items such as robes, pillows, blankets, games, and kitchen dishes.
- Damages such as broken furniture, holes in walls, and stains in carpet.
- Excessive cleaning including kitchenware, food and drinking garbage, candle wax, animal waste, and cigarette butts.
- Excessive energy use from flagrant disregard of doors left open, hot tub cover left off, and gas fireplaces left on all night.
- Furniture, mattresses, games, and sleds not returned to their original location.
- Prearranged maid and cooking services.
- Long distance dialing outside of continental United States, 1-900 calls, and pay-per-view events.
- Replacement of missing keys.

A guest manual will be provided on arrival that provides instructions on how to operate Alpine Villa's features. When followed, these instructions guide guests in properly operating all features and avoiding extra costs.

### **VI. Confirmation, Cancellation, and Refund Policy** \_\_\_\_\_ (initial in the blank that you have read, understand and agree to the terms outlined in this section)

We understand that our reservation is not confirmed until our deposit payment and signed contract has been received by the Alpine Villa. We also understand that we may lose our deposit and reservation if final payment is not provided when due.

We understand that if we cancel our reservation, shorten the duration of our stay, or depart early while on our trip for any reason, it will be unlikely that the Alpine Villa will be rebooked on these days. We therefore agree that after payments have been made, we will forfeit our payments unless the Alpine Villa is rebooked for the days we had reserved. If rebooked, we will receive a refund equal to the net amount paid minus a \$200 handling fee. The net amount paid to the Alpine Villa is the actual amount they received after deducting any travel agent fees, referral fees, credit card fees, discounts, or other deductions.



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**VII. Kitchen Cleaning and Trash** \_\_\_\_\_ (initial in the blank that you have read, understand and agree to the terms outlined in this section)

Cleaning dishes, glasses, utensils, pots, and pans as well as placing food and drink related trash in the dumpster is a guest responsibility. The Alpine Villa provides serving capacity for over 100 guests (or 25 guests for 4+ meals) and therefore a substantial amount of food and drink related cleaning can be incurred. Hence cleaning associated with eating and drinking is a guest responsibility.

Should the Alpine Villa have to clean glasses, utensils, dishes, pots, and pans; or remove food or drink related trash from the Villa; or clean up after events, you will incur a minimum fee of \$250 up to the actual cleaning cost incurred.

As the designated representative for our party, I have read this agreement and agree to its terms and policies. I take responsibility for communicating these terms to the rest of my party. I agree that the information provided in my reservation is accurate. Following our departure, I agree to pay for any of the extra charges that might be levied against our group as stated in this contract plus a 5% credit card processing fee. **My credit card information and authorization are provided below to be used for these extra charges.**

- Visa # \_\_\_\_\_ Exp Date: \_\_\_\_\_
- Master Card # \_\_\_\_\_ Exp Date: \_\_\_\_\_
- American Express # \_\_\_\_\_ Exp Date: \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_ Purpose of Stay: \_\_\_\_\_

Number of people staying at the Alpine Villa: \_\_\_\_\_ Number of additional people visiting the Alpine Villa: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**I will be paying for this rental by:**

- Check
- Visa # \_\_\_\_\_ Exp Date: \_\_\_\_\_
- Master Card # \_\_\_\_\_ Exp Date: \_\_\_\_\_
- American Express # \_\_\_\_\_ Exp Date: \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_

**Please complete, scan, and email this initialed and signed contract to: [info@alpinevillaretreat.com](mailto:info@alpinevillaretreat.com)**

Or fax to: 970-453-6519

Or mail to: 2345 Tiger Road, Box 4510, Breckenridge, CO 80424