



The **Guest Suite** rental contract is between (list all guest names, *maximum 4 people*):

_____ and

Regency Park Apartments at 401 Little Texas Lane. *All persons financially responsible as a guest must be at least 18 years of age.*

Resident(s) _____
of Apt. No. _____ are FAMILY / FRIENDS of these guests. (Circle one)

Mailing Address of Guest(s): _____ 2 Contact Phone Numbers: _____

Check-in Date: _____ Check-out Date: _____
(After 3:00pm) (By 10:30am)

A Reservation Deposit of \$100.00 is due.

Total due for _____ days/nights is \$ _____, payable to Regency Park Apartments.

The following terms will be agreed upon:

Check-in may occur between **3:00pm** to **5:30pm**. **Check-out** is no later than **10:30am**.
If the keys are not returned by 10:30am you may be charged another day.

NO SMOKING and **NO PETS**

Reservation Deposit: \$100.00

Reservation Deposit is non-refundable if reservation is canceled or if renters do not arrive. Reservation Deposit will also be applied towards any monies due if damage occurs to any items or to the guest suite. If damage expenses surpass Reservation Deposit, an invoice will be mailed to renters. If balance due is not submitted by guest(s) within 30 days, the apartment resident(s) listed above will be billed for reimbursement to Regency Park Apartments. \$100.00 check to be deposited only if damage or cancellation occurs, if neither occurs, check will be voided and retained with paperwork. Please note the deposit will not be applied to a Rental Fee.

Rental Fee per day/night: **\$125.00**, each thereafter is an additional \$105, maximum 7 days preferably

Complementary covered parking is reserved for you at **Carport #114**.

Other open-space parking may be utilized by guests. Parking is monitored by A&A Wrecker & Recovery. Vehicles double-parked or parked in tow away zones, fire lanes, unauthorized reserved parking, disabled parking, or blocking a trash receptacle will be towed at the vehicle owner's expense. Boats, trailers, motor homes, campers or oversized vehicles are not allowed on the property without management approval. The red carport tag provided must be displayed in any vehicle parked in the Reserved Carport.

Regency Park agrees to provide the Guest Suite in good clean condition.

NO SMOKING is allowed in the Guest Suite. NO PETS allowed in the Guest Suite.

City ordinance prohibits the use of any grill, hibachi, or smoker within ten feet of the building or overhang.

Lock charge if keys are not returned: **\$35.00**

Parking Tag fee if not returned: **\$20.00**

Charges will be assessed if a smoke odor is present or damage from an animal has occurred.

Trash is not to be stored outside of the apartment door or on the patio.

Guest(s) agree to abide by all posted community policies in common areas.

To Check-out, please return the key tag and carport tag to the management office.

Regency Park will inspect the Guest Suite. Regency Park Apartments is not responsible for items left behind. Please thoroughly check the Guest Suite before your departure.

Renter(s) agree they will NOT act in a loud or obnoxious manner disturbing or threatening the rights, comfort, health, safety, or convenience of others (including our employees) in or near the apartment community; disrupt our business operations; manufacture, deliver, or possess a controlled substance or engage in violence; possess a weapon prohibited by state law; discharge a firearm; display or possess a gun, knife, or other weapon in the common area in a way that may alarm others; store anything in the Guest Suite having gas appliances; tamper with utilities or cable or smoke detectors; bring hazardous materials into Regency Park; use windows for entry or exit; heat the Guest Suite with a gas-operated cooking stove or device; or injure our reputation by making bad faith allegations against us to others.

I hereby agree to the terms of this agreement and agree to leave the Guest Suite in good clean condition. I understand if I reserve the Guest Suite but am unable to utilize it, Regency Park may retain my Reservation Deposit as liquidated damages, as well as use my Reservation Deposit towards any missing items or damages in the Guest Suite.

Guests/Renters: _____ Date: _____
_____ Date: _____
_____ Date: _____
_____ Date: _____

I hereby agree to be financially responsible for any missing items or damages in the Guest Suite if the above guest(s)/renter(s) do not submit payment for charges within 30 days of Check-out.

Resident: _____ Date: _____ Apt. No. _____

RP Associate: _____ Date: _____ Suite No. _____