

House Rules and Rental Agreement

1. Check-in time is after 3:00 pm Monday-Saturdays, 4:00 pm on Sundays. Check-out is 11:00 am every day. No late check-outs, please, as housekeeping generally arrives at 11:30 to clean for in-coming guests that afternoon. If spending time downtown after check-out time, please do not leave cars parked in driveway until your return. Free street and garage parking is plentiful in downtown Napa.
2. For your convenience, at time of booking, you will be provided with a personal code to access the home's keyless entry lock, so there is no need to collect or keep track of a house key. Simple operating instructions for accessing the keyless lock system are posted on the door jam when you arrive.
3. The maximum number of sleeping guests in beds is seven (7). Inflatable beds are not permitted. A Pak n' Play crib is stored in the downstairs bedroom closet that may be set up in that bedroom for use by an infant.
4. We will not rent to vacationing students or singles under 25 years of age unless accompanied by an adult guardian or parent over 25 years of age.
5. Any reservation obtained under false pretense will be subject to forfeiture of deposit and the party will not be permitted to check-in.
6. Cancellation Policy: Any cancellation made at least thirty (30) days prior to the arrival date will entitle guest to a refund of their deposit (deposits made with a credit card will be refunded minus 5% for cc charge and bank fees). Cancellations or changes that result in a shortened stay, that are made within thirty (30) days of the arrival date, forfeit the full amount of the deposit. Early departure does not warrant any refund of rent or deposit.
7. To maintain an allergen-free environment for our guests, no pets are permitted inside the house or in the backyard.
8. There is no smoking permitted inside the house or on roofs.
9. PARKING: There is parking for up to 4 cars in driveway, if parking tandem. We ask that our guests renting bicycles refrain from bringing bikes into the house. Bicycles and strollers may be parked on front porch or in backyard which is accessible through gates on both the south and north sides of the house. In inclement weather, bikes can be stored inside the lattice gate under the north deck in backyard.
10. **is not a party house, but a place for vacationing friends and families to gather, while respecting the property and its neighbors.** For the courtesy of our neighbors, please bring loud conversations inside the house during the hours noted in the City of Napa rules below (items C / D). Loud music is not allowed in backyard or front porch. **Noise abatement requiring two (2) police or code enforcement visits, will result in guest eviction and no refund of pre-paid fees will be given.**
11. Damage/Theft Policy: We do not collect a damage deposit for nightly or weekly stays, however if linens, furniture or electronics/appliances are found missing, or your party has caused damage to the property or its contents beyond normal wear and tear, you will be contacted on the matter within 48 hours of your departure and your credit card may be subsequently charged the cost of any necessary replacement or repair. NOTE: If the hot tub water is found to have been **obviously polluted** by your party during your stay to the point where it requires draining and refilling, you will be contacted within 48 hours of check-out and your credit card subsequently charged **\$150.00 for our labor and water.**
12. 100-year-old, soft Douglas fir floors exist throughout the house. Please refrain from dragging furniture, luggage or stiletto high heels along the floor which may cause damage. Please refrain from parking rental bikes or strollers inside the house. They may be stored in the backyard, accessible through gates on either north or south sides of house (in the case of inclement weather, they may be parked underneath the north deck behind lattice gate).
13. Check-out policy: Guests agree to attend to the following upon check-out:
 - a) All indoor trash bags that contain debris and rubbish be placed in the grey garbage can in the backyard.
 - b) Please place any empty cans, cardboard or beverage bottles in blue recycle bin in backyard.
 - c) Kindly place used towels in a pile on the bathroom floors.
 - d) Place any soiled dishes in the dishwasher and run prior to leaving, or hand-wash using dish drainer located under kitchen sink.
 - e) If bbq was used, please let housekeeping know by leaving the cloth cover off of the unit (except in the case of rain, cover may be placed on top of unit).
 - f) Please turn off all interior lights and lock all exterior doors upon departure.
14. CHILDREN: Parents, please be mindful of children, particularly if they should be near the fireplace or fire pit when in use. Parents of small children should note that the original curved staircase can be considered narrow near top landing, thus playing on the stairs is discouraged. There is a child safety gate stored in the coat closet under the stairs for toddlers. Feel free to install in any doorway, or you may contact the hosts to do so.
15. HOT TUB:
 - a) No child under the age of 8 is permitted in hot tub. Children between the ages of 8 and 12 may enter hot tub only when accompanied by an adult.
 - b) When using the hot tub, remember there are certain health risks associated with using the facility which will be posted. Use at your own risk.

- c) There are extra-large bath/spa sheet towels available for your use located in the laundry room cabinet.
- d) Under **NO CIRCUMSTANCES** are (**ble bath, body soaps or bath oils to be added to the hot tub water. These are considered POLLUTANTS (see point 10, above).**
- e) **When hot tub is not in use, please remember to turn off the jets, waterfall and lights, close the cover, and re-lock child safety straps if applicable.**
- f) Tub cover should be child-proof locked upon your arrival if you have notified hosts that you are traveling with minors under the age of 12. The key and lock instructions is located on a big key ring in the cabinet door above the washer/dryer. When finished with hot tub, please re-lock safety straps and replace key in cabinet.

16. Yard maintenance occurs every Thursday. Trash collection is Fri. morning or Sat. mornings following holidays. Hosts will enter the yard late afternoon the day before to put out cans and will retrieve them following collection.

17. We expect our guests to have brought their favorite body soaps and shampoos, but in the case that was forgotten or plane travelers were restricted from packing those items, there is a small supply of body soap, shampoo and conditioner in the laundry room cabinet for your use. La Tapatia Market a block away on Oak at Brown also carries some toiletries, not to mention an incredible assortment of beverages and some of the best meat and poultry in town.

18. For your convenience, [REDACTED] offers complimentary wifi service. (Sorry, no printer.)

19. Propane bbq and tools are made available for guest use between March and November. Spare, filled propane tanks are accessible underneath the north deck behind lattice gate.

20. Between October and March, there will be a small supply of hot wood in the downstairs coat closet for your use. Ace Hardware on the corner of Randolph and Third carries additional romance packs of hot wood for your convenience. There is also a supply of logs left outdoors for firepit use.

21. Your hosts live in the neighborhood and their contact information is made available in the house should you need to contact them with any needs or concerns.

I have read and understand the house rules and agree to rent the property according to the terms and dates noted above in the "Confirmation". Upon arrival, I will encourage all in my party to look at and adhere to said house rules that are also posted inside the house.

Also, Tenant hereby acknowledges it has read and agrees to comply with the following rules required by the City of Napa:

Guest Name

Date

City of Napa Rules

- A. Overnight occupancy of this vacation rental is limited to the maximum number of persons designated in the permit which is posted in the vacation rental. For this vacation rental, the maximum number of occupants is 7. ____ If this item is checked, the number of occupants allowed for this rental is ____, which is less than the maximum number of occupants allowed under the vacation rental permit.
- B. The number of vehicles of overnight renters is limited to 4 total vehicles, as designated in the permit which is posted in the vacation rental, which shall in no event exceed the maximum number of overnight guests allowed under the permit. Overnight renters shall utilize designated on-site parking spaces to the maximum extent possible. Owner shall provide access to the garage of the residence if that area has been included in the determination of the number of available onsite spaces. ____ If this item is checked the maximum number of vehicles for this rental shall be ____, which is less than the maximum number of vehicles allowed under the vacation rental permit.
- C. Renters and/or their guests, shall not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of this code or any state law pertaining to noise or disorderly conduct . The owner shall, upon notification that renters and/or guests of his or her vacation rental have created unreasonable noise or disturbances, engaged in disorderly conduct or violated provisions of this code or state law pertaining to noise, or disorderly conduct, promptly act to prevent a recurrence of such conduct by those renters or guests. Quiet times shall be 9pm-7am Sunday through Thursday evenings, and 10pm-7am Friday and Saturday evenings.
- D. Use of the pool and hot tub are prohibited between the hours of 9pm-7am Sunday through Thursday evenings and 10pm-7am Friday and Saturday evenings. X If this item is checked, the property has a pool and/or hot tub which are subject to these rules.
- E. The property shall be free of debris both onsite and in the street. Trash cans shall be maintained in a clean and sanitary manner. Trash cans shall not be placed on the street prior to 24 hours before pick up day and shall be promptly removed from the street following service.
- F. Weddings, auctions, commercial functions or other similar events that are inconsistent with the use of the property for transient occupancy in a residential neighborhood are prohibited. The total number of persons (renters and guests) occupying a vacation rental property shall not exceed twice the number of authorized renters identified on the vacation rental permit, which is 7 for this property. ____ if this item is checked, the maximum number of persons (renters and guests) for this rental shall not exceed ____, which is less than the maximum number allowed under the vacation rental permit.

G. If pets are permitted by the vacation rental business owner, the pet must be attended to at all times and must have current vaccinations. If this item is checked pets are permitted at this property.

H. It is the intent of the City to enforce sections of the Streets and Highways Code related to the provision for emergency vehicle access. Accordingly, no limousine or bus parking, and no stopping without the driver's presence, shall be allowed in any manner that would interfere with emergency vehicle access. In the event of an emergency, the vehicle driver shall immediately move the vehicle from the emergency access area.

I. The following are the names and phone numbers of the parties who may be reached on a 24-hour basis:

a. Owner's name: [REDACTED]

b. Owner's phone number: [REDACTED]

c. Authorized Agent's name: N/A

d. Authorized Agent's phone number: N/A

J. The City of Napa Code Enforcement telephone number which will normally be answered between the hours of Thursday through Sunday evenings between the hours of 8pm and midnight is: _____

EXAMPLE

[REDACTED]

House Rental Agreement

CITY of NAPA Rules

Tenant hereby acknowledges it has read and agrees to comply with the following rules required by the City of Napa:

- A. Overnight occupancy of this vacation rental is limited to the maximum number of persons designated in the permit which is posted in the vacation rental. For this vacation rental the maximum number of occupants is eight (8). If this item is checked the number of occupants allowed for this rental is six (6), which is less than the maximum number of occupants allowed under the vacation rental permit.
- B. The number of vehicles of overnight renters is limited to four (4) total vehicles, as designated in the permit which is posted in the vacation rental, which shall in no event exceed the maximum number of overnight guests allowed under the permit. Overnight renters shall utilize designated on-site parking spaces to the maximum extent possible. Owner shall provide access to the garage of the residence if that area has been included in the determination of the number of available onsite spaces. If this item is checked the maximum number of vehicles for this rental shall be three (3), which is less than the maximum number of vehicles allowed under the vacation rental permit.
- C. Renters and/or guests of the vacation rental shall not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of this code or any state law pertaining to noise or disorderly conduct. The owner shall, upon notification that renters and/or guests of his or her vacation rental have created unreasonable noise or disturbances, engaged in disorderly conduct or violated provisions of this code or state law pertaining to noise, or disorderly conduct, promptly act to prevent a recurrence of such conduct by those renters or guests. Quiet times shall be 9pm-7am Sunday through Thursday evenings and 10pm-7am Friday and Saturday evenings.
- D. Use of the pool and hot tub are prohibited between the hours of 9pm-7am Sunday through Thursday evenings and 10pm-7am Friday and Saturday evenings. If this item is checked the property has a pool and/or hot tub which are subject to these rules.
- E. The property shall be free of debris both onsite and in the street. Trash cans shall be maintained in a clean and sanitary manner. Trash cans shall not be placed on the street prior to 24 hours before pick up day and shall be promptly removed from the street following service.
- F. Weddings, auctions, commercial functions or other similar events that are inconsistent with the use of the property for transient occupancy in a residential neighborhood are prohibited. The total number of persons (renters and guests) occupying a vacation rental property shall not exceed twice the number of authorized renters identified on the vacation rental permit, which is sixteen (16) for this property. If this item is checked, the maximum number of persons (renters and guests) for this rental shall not exceed ten (10), which is less than the maximum number allowed under the vacation rental permit.
- G. If pets are permitted by the vacation rental business owner, the pet must be attended to at all times and must have current vaccinations. If this item is checked no pets are permitted at this property.
- H. It is the intent of the City to enforce sections of the Streets and Highways Code related to the provision for emergency vehicle access. Accordingly, no limousine or bus parking, and no stopping without the driver's presence, shall be allowed in any manner that would interfere with emergency vehicle access. In the event of an emergency, the vehicle driver shall immediately move the vehicle from the emergency access area
- I. The following are the names and phone numbers of the parties who may be reached on a 24-hour basis:
 - a) Owner's name: [REDACTED]
 - b) Owner's phone number: [REDACTED]
 - c) Authorized Agent's name: [REDACTED]
 - d) Authorized Agent's phone number: [REDACTED]
- J. The City of Napa Code Enforcement telephone number which will normally be answered between the hours of Thursday through Sunday evenings between the hours of 8pm and midnight is: [REDACTED]

[REDACTED]

House Rules

1. **PAYMENT** – Full payment is required for booking and guarantee of rate quote.
2. **CANCELLATIONS** – Cancellations after confirmation are subject to forfeiture if owners are unable to rent property for that time. If the property is rented, a 10% rental fee will be withheld and the remaining fees collected will be returned. If the property is not re-rented the full payment minus the first two nights will be refunded. Early departure does not warrant any refund of rent.
3. **MONTHLY RESERVATION CANCELLATIONS** - Monthly renters must cancel sixty (60) days prior to check-in. Monthly renters who make a change that results in a shortened stay must be made at least thirty (30) days prior to check-in.
4. **CHECK-IN TIME** is after 4 P.M. (PST) and **CHECK-OUT** is 10 A.M. (PST).
5. **SMOKING** - This is a **NON-SMOKING** property. No smoking is permitted either inside the house or in the yard.
6. **PETS** - Pets are **NOT** permitted on the premises under any conditions.
7. **DAMAGE DEPOSIT**- We do not collect a damage deposit. However your credit card number will be retained as security until confirmation of the following:
 - a) No damage is done to the house or its contents.
 - b) One house key is left on the kitchen table and the lock box key is returned to the lockbox.
 - c) All charges accrued during the stay are paid prior to departure.
 - d) The renter is not evicted by the owner or local law enforcement.
 - e) House inventory is checked with all contents verified
8. **MAXIMUM OCCUPANCY**- The maximum number of guests is six (6) persons. Use of [REDACTED] for any other gathering in excess of intended permission is strictly prohibited. No more than four (4) visitors are allowed at any one time. This property is rented only to those over 25 years of age.
9. **MINIMUM STAY**: This property requires a two (2) night minimum stay. Longer minimum stays may be required during holiday periods. If a rental is taken for less than two days, the guest will be charged the two-night rate.
10. **INCLUSIVE FEES** - Rates include a one-time linen-towel setup.
11. **NO DAILY MAID SERVICE** - Linens and bath towels are included in the home, however daily maid service is not included in the rental rate.
12. **RATE CHANGES** - Rates subject to change without notice until confirmation of reservation payment.
13. **FALSIFIED RESERVATIONS** - Any reservation obtained under false pretense will be subject to forfeiture of advance payment, deposit and/or rental money, and the party will not be permitted to check-in.
14. **PARKING**. A total of one vehicle is allowed per each two renters with a maximum of three (3) vehicles. Parking on the street is allowed for one (1) vehicle.
15. **NOISE**. All neighbors within 500 feet of the [REDACTED] have our contact numbers along with the City of Napa Code Enforcement Officer who is designated exclusively for handling vacation rental complaints. Any noise complaints will be taken seriously. Please be mindful this is a residential neighborhood with people going to work and school.
16. **WRITTEN EXCEPTIONS** - Any exceptions to the above mentioned policies must be approved in writing in advance.

By signing below, I agree to all terms and conditions of this agreement.

Signature: _____ **Date** _____