

PARTIES:

OWNER/REPRESENTATIVE:

Name:

Email: fit202191@yahoo.com

Phone: 0402484146

GUEST:

Name (LAST.,1st):.....

E-mail:.....

Postal Address:.....

..... Postcode:

Phone: H..... W Mobile:

Birth Date:..... Age:No of Person/s:.....

Drivers License/Passport nos:

Present employment details (name, phone nos, address):.....

GUEST'S SECURITY DEPOSIT TO BE RETURN TO:

- Account name:

- Account Nos:

- BSB Nos:

NEXT OF KIN:

Name (LAST.,1st):.....

E-mail/ Mobile:

ADDRESS OF ROOM/UNIT:

Room __ / unit __ of

SHORT TERM STAY

Starting on (DD,MM,YY).....

Ending on (DD,MM,YY).....

GUEST SERVICE FEE:

\$/night. Guest Service Fee must be paid in advance for the period of stay above.

SECURITY DEPOSIT:

Upon the execution of this Agreement, Guest shall pay a sum of \$ as security for any damage caused to the ROOM/UNIT and its contents during the term of the Agreement. Such deposit shall be returned to the Guest, less any set off for damages to the ROOM/UNIT, unpaid Guest Service Fee, cleaning or missing items upon the termination of this Agreement.

Occupants

The Guest shall not permit the Room to be occupied for longer than a temporary visit by anyone except the individuals listed below.

The OWNER/REPRESENTATIVE reserves the right to terminate this Agreement if the additional occupants would render the dwelling overcrowded.....

Name (LAST.,1st):

Name (LAST.,1st):

Name (LAST.,1st):

NOTICES shall be in writing and shall be given to the Guest at the dwelling, or via mobile text &/or email; all Guest Service Fees and all notices, which shall be in writing, shall be given to the OWNER/REPRESENTATIVE via mobile text & email.

EMERGENCY Guest shall contact the OWNER/REPRESENTATIVE.

ARRIVAL TIME Room available from 2 pm on Starting Date.

DEPARTURE Room to be vacated by 10am on Ending Date.

If the property is not vacated by 10am & it has not been previously arranged in writing then a late checkout fee will apply.

The late checkout fees are **\$20 per hour** for every hour or part thereof until it has been vacated.

ALL KEYS are to be **returned to the Key Storage Box** upon departure of ROOM/UNIT, unless otherwise arranged. Failure to do so will incur **loss of keys fee**, which attracts a **\$80 charge per key**.

A call out fee of **\$50** is payable if Guest lock themselves out. A replacement key is **\$80**. Keys will be provided on check in.

ABANDONED GOODS not belonging to the OWNER/REPRESENTATIVE should be removed entirely from the ROOM/UNIT prior to departure. If this is not done an access fee of **\$20** per standard bin liner bag removed from the ROOM/UNIT will be charged.

CLEANING:

All crockery, cutlery, pots, pans and any other kitchen items/utensils are to be washed and returned to original place and not left in the sink or dishwasher.

The oven must be left in the same condition as on arrival.

If these are not done an **excess cleaning fee of \$100-400** will be deducted from the security deposit.

Dirty towels, etc are to be placed on the bathroom floor. Any blood or heavy soiling of any towels, etc will incur a fee of **\$50 per towel**.

ROOM/UNIT must be cleaned to original Check-In condition.

Security deposit will be returned within 1 week of departure.

USE OF PROPERTY:

Guest shall use the ROOM/UNIT for short term temporary stay purposes only.

Guest agrees not to engage in or permit any household members, relatives, guests, invitees or agents to engage in any unlawful use of the dwelling ROOM/UNIT, common areas or grounds.

NUMBER OF GUEST:

Number of Guest should not exceed the number on the booking form or subsequently agreed in writing or email and the Owner reserve the right to cancel the booking if it is in excess of building standards and policies.

PARTIES and Functions are strictly prohibited.

NON-SMOKING POLICY:

ROOM/UNIT is a non-smoking ROOM/UNIT. Used contrary to this may result in extra charge to remove the smoke smell from the ROOM/UNIT.

CCTV:

The building is under video surveillance and throwing objects from the balcony and windows is a criminal offence and strictly prohibited. Persons doing so will be prosecuted under section 320 of the criminal code, which has a maximum penalty of 14 years imprisonment.

OWNER/REPRESENTATIVE will not accept responsibility to Guests who do not call the OWNER/REPRESENTATIVE first for information regarding emergencies/ambulance/doctor located in guest compendium. In the event of persons staying without a mobile phone service it is the Guest's responsibility to enquire for one.

INJURY & LOSS:

The OWNER/REPRESENTATIVE, its agents or any of its employees take no responsibility for any injury for the Guest and anyone the Guest has in the ROOM/UNIT and the common areas at any time during this Agreement and is the Guest's responsibility.

GUEST DUTY TO MAINTAIN ROOM/UNIT:

The Guest shall maintain the ROOM/UNIT in a clean and neat condition. The Guest must adhere by the Building Management complex rules as well as the Owner's. These are found throughout the building in lifts, walls, reception, Guest Compendium, etc.

DAMAGE:

Personal property, damages, breakages, theft and loss of the Guest's property and anyone else's property within the Room and the common area are the Guest's responsibility during their stay.

Damages or breakage of the property and its contents during the Guest's stay is the Guest's responsibility and costs of repairs and replacements will be charged to the Guest. Marking on blinds and/or curtains due to spillage and/any other form is charged \$100 per blind or curtain to cover the specialised cleaning associated with them. The ROOM/UNIT must be left in a similar condition to entry, if not there is an excess cleaning fee of \$100-400.

ALTERATIONS No substantial alterations, addition or improvement shall be made by Guest in or to the ROOM/UNIT and the common area.

SAFETY Every ROOM/UNIT has Fire alarms installed. These alarms are both Heat and Smoke sensitive. With regards to food preparation, take extra care not to burn the meals as this can set off the alarms. When alarms are activated it automatically sets off

an alarm to the Fire Department. This could result in them attending to the fire and you will be liable for a **Fire brigade call out fee of \$1300.**

NOISE Disturbance to our neighbours, including excessive noise is prohibited and may result in termination of Guest Service Fee. Pets are not allowed. Variations to these conditions may only be made by prior arrangements with the OWNER/REPRESENTATIVE in writing. A **noise curfew** is in place by **10:30PM** and we ask Guests to abide by this curfew.

PERMISSION FOR OWNER/REPRESENTATIVE TO ENTER ROOM/UNIT:

Guest agrees to allow OWNER/REPRESENTATIVE or its agents to enter the dwelling upon reasonable advance notice in order to inspect the ROOM/UNIT, to exterminate for pests, to make repairs or to show the ROOM/UNIT to prospective Guests, purchasers, mortgagees or their agents. The OWNER/REPRESENTATIVE may also enter the ROOM/UNIT without prior consent if it appears to have been abandoned by the Guest or in case of emergency, and as otherwise permitted by law or court order.

ATTACHMENTS

Guest agrees to obey the Rules and Regulations, which are attached to this agreement and made a part thereof, which OWNER/REPRESENTATIVE reserves the right to amend or supplement at any time.

CHANGES

No changes or additions to this agreement shall be made except by written agreement between OWNER/REPRESENTATIVE and Guest. This agreement and any attachments represent the entire agreement between OWNER/REPRESENTATIVE and Guest.

INSURANCE: Guest is encouraged to carry Guest Service insurance on personal belongings, and/or travel insurance to cover against their obligations under this agreement.

TEMPORARY SHORT STAY: Guest is not allowed to use ROOM/UNIT as their fixed permanent residence address and agrees to the terms of this short stay Guest Agreement as set out herein.

CURRENCY All monies referred are in Australian Currency.

EXECUTION

OWNER/REPRESENTATIVE

.....
(signature)

.....
(date of signature)

GUEST

.....
(signature)

.....
(date of signature)