

BOOKING CONDITIONS



All bookings are made with Homebase Abroad, Ltd. (HBA) and our local representatives in Italy acting as agents of the owners. By signing this Booking Form you and your party agree to the following conditions:

1. BOOKING:

A deposit of 50% of the property rental must be paid on booking by check, money order, cashier's check or wire transfer. No contract with us will exist until we have received the deposit and signed Booking Form, specifying the rental period and party traveling, and we have subsequently confirmed your booking. Should you later cancel, cancellation charges will become payable in accordance with paragraph 3. We reserve the right to refuse a booking without giving a reason. It is understood that this contract satisfies transitory housing needs only and that the contract automatically expires at the end of the rental period as stated on the Booking Form. Neglect to vacate the rental property within its leased term will automatically result in a daily fine of \$1000 in addition to the pro-rated rent for occupying the rental property without a contract. Any renewal of the contract will take place in the offices of HBA or its local representative. In such circumstances, the rental rate will be re-negotiated, all utilities bills must be paid and a reassessment of the security deposit will be made.

2. PAYMENT OF THE BALANCE:

The balance due reflected on the Confirmation/Invoice must be paid at least ten weeks before departure. If the balance is not received by us by the due date, we shall be entitled to cancel the booking without prejudice to our claim for cancellation charges and to retain the deposit. For bookings made within ten weeks of departure date, you will be required to pay the full cost of your stay at the time of booking. We reserve the right to adjust the balance due us should there be a greater than 2% fluctuation in the cost of currency.

3. CANCELLATION BY YOU:

If you cancel all or any part of your booking, or the booking is cancelled by us due to non-payment, then we shall be entitled to the following percentage of the rental cost: Ten weeks or more before departure..... 50% Within ten weeks of departure..... 100% The above cancellation charges apply to the property rental only. Cancellation must be received by us in writing. We strongly encourage you to buy travel insurance at the time of booking to compensate you in the event you must cancel and forfeit funds.

4. ALTERATIONS AND AMENDMENTS:

If you change your dates, this becomes a new rental. Your deposit is subject to the cancellation conditions in paragraph 3.

5. ALTERATIONS AND CANCELLATIONS BY US:

Though it is unlikely we will have to make any changes to confirmed arrangements, it does occasionally happen and we will advise you at the earliest possible date. If, for any reason beyond our control, we are unable to provide you with the property you have booked, we reserve the right to transfer you to a similar property. The price difference, if greater, must be paid by you, and, if smaller, will be reimbursed by us. If this is not possible or you do not wish to be transferred, we will cancel the booking and refund the amount paid to us in full. We will not be liable for any further obligations or claims by you.

6. NUMBER OF PERSONS:

Only those persons listed on the Booking Form may use the property. The number of people must not exceed the number of sleeping places indicated in the Property Listing. Infants in portable cribs can sometimes be accommodated over and above the number of persons permitted but this must be explicitly agreed to in advance before balance payment is due. Clients are responsible for providing portable cribs. Should a representative of the owner or of HBA find any violations to this clause, it is totally up to her/his discretion to ask you to vacate the house without compensation. Photocopies of passports for all guests must be provided in advance.

7. ARRIVAL AND DEPARTURE TIMES:

You must arrive between 4pm and 7pm and leave before 10am on the day of departure unless alternative arrangements have been made in advance. Please provide arrival details no later than ten weeks before departure from the United States.

8. UTILITIES AND OTHER EXTRAS:

Most Extras are specified on the Property Listing and Trip Summary and are either payable in advance to HBA or due in local currency on arrival/departure or during your stay. Those Extras due in advance to HBA will be itemized on your Confirmation/ Invoice. Extras due in local currency will be itemized on your Trip Summary. All telephone line charges, whether from telephone, fax or internet usage are your sole responsibility. Long distance charges must be put on a credit card, calling card, phone card or similar billing method. Direct-dialing long distance calls from the house will result in our holding your Security Deposit for up to 14 weeks. Meters will be read on arrival and departure and the exact charges will be due on departure. If you leave without being checked out as arranged, you risk the forfeiture of your entire Security and/or Extras Deposit. We will deduct the cost of any unpaid utilities and telephone charges from your Security Deposit if the correct amount is not left in cash on departure. Staff services are included and excluded as specified on your Property Listing and Trip Summary. Additional cleaning service and cook are usually available by separate payment. If you arrange in advance for additional services, you will be responsible for the charges, even if you cancel. Payment terms are the same as stated above for utilities. Please give us as much notice as possible for these services. Where the Property Listing and the Trip Summary disagree, terms as stated on the Trip Summary will prevail.

Some properties require an Extras Deposit for such purposes as having funds available to the house staff on or before arrival for advance shopping, arrival dinner, defraying the costs of utilities and the like. The Extras Deposit, if applicable, is to be paid with the balance payment on the property rental or in Euro on arrival at the property. Extras Deposit funds will be accounted for in full by the end of the stay. Remaining Extras Deposit funds will be returned to you by HBA in Dollars simultaneously with the return of your remaining Security Deposit. Please review the Property Listing for details on how the Extras Deposit, if applicable, is handled at your chosen property.

9. SECURITY DEPOSITS:

Security Deposits are due on every property. The amount of each deposit is specified on the Property Listing and on the

Confirmation/Invoice you receive after paying the 50% deposit and returning the signed Booking Form and will be held in a non-interest bearing account. The Security Deposit covers the cost of any damage or breakages during your stay to the property and its contents, inside and outside, excluding normal wear. Judgment as to the condition of the property is left to the sole discretion of the owner. This amount, less any applicable claims (see paragraph 8), will be returned to you within fourteen weeks. Should the damages exceed the Security Deposit amount, you agree to pay the additional charges on demand.

10. COMPLAINTS:

Descriptions in the Property Listing are made in good faith. However, we decline responsibility for any modifications made by the owners without our knowledge. We also do not accept responsibility for the breakdown of the supply of utilities or other essential services though we will, through our local agents, use our best efforts to arrange for these problems to be solved. Such an inconvenience does not entitle you to a refund, but if you must be moved to a hotel for the duration of repairs, that cost will be borne by HBA and the owners. If you have any problems during your stay, please phone the HBA representative listed on your Trip Summary immediately. HBA must be notified within 48 hours of the occurrence giving rise to the claim and must then be notified in writing (Fax: 781-639-3050) before you vacate the premises. Complaints lodged at the end of the rental period will not be taken into consideration. Should you abandon the property without authorization from the owner or local HBA representative, you will lose all rights to compensation.

11. CLEANING:

The property will be clean throughout on occupancy and must be left clean throughout by you at the end of the rental period. Additional cleaning charges may be assessed against the Security Deposit if the home is not left in reasonable condition in the opinion of the owner or local HBA representative.

12. BEHAVIOR:

The person signing the Booking Form is responsible for the correct and decent behavior of his/her party. Should the person and his/her party behave in such a manner that is not acceptable by civilized standards, the owner or local HBA representative may ask the person and his/her party to vacate the house without compensation.

13. LIABILITY:

You and your party hold HBA and the property owner and our agents harmless from and against any and all liability arising out of or in any way connected with your use and occupancy of the property, including injuries, damages or losses from fire, theft or criminal activity. HBA and the property owner and our agents are never liable for consequential damages.

14. JURISDICTION:

This contract is governed by the laws of the Commonwealth of Massachusetts. Courts in Massachusetts have exclusive jurisdiction over any claims, disputes or other matters in question between the parties. In the event of litigation, you agree that you will also be responsible for paying HBA's reasonable attorney's fees.



HOMEBASE ABROAD, LTD.

Two Hooper Street, Marblehead, MA 01945 USA | HomebaseAbroad.com | T: 781 639-4040 F: 781 639-3050 | UK: +44-20-7084-6374

© March 2008 by Homebase Abroad, Ltd. All rights reserved.