

# BOOKING FORM

# Booking



Please fill out this Booking Form and return it to us with the appropriate deposit or payment within five days of our notifying you that your requested property is available and has been booked in your name for the dates you requested. Your travel insurance should also be taken out at this time. You will receive a Confirmation/Invoice once payment has been received, reflecting the name of the property, dates of your rental and other Extras due in advance with your balance payment.

Once a booking has been made you are liable for all or part of the cost of the house so please read through the Property Listing and Booking Conditions carefully before making a booking and signing this form. A separate copy of our Booking Conditions has been enclosed for your files.

If you have any questions, we can be reached at 781-639-4040. Thank you again for choosing Homebase Abroad.

## TRAVELERS

YOUR NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY/TOWN \_\_\_\_\_  
STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
DAY # \_\_\_\_\_  
EVENING # \_\_\_\_\_  
FAX # \_\_\_\_\_  
CELL # \_\_\_\_\_  
E-MAIL \_\_\_\_\_

### WHO IS TRAVELING WITH YOU?

TOTAL NUMBER IN PARTY \_\_\_\_\_ Adults \_\_\_\_\_ Children \_\_\_\_\_

NAME AND ADDRESS	RELATIONSHIP TO YOU & AGE OF CHILDREN
1. _____ _____ _____	_____ _____ _____
2. _____ _____ _____	_____ _____ _____
3. _____ _____ _____	_____ _____ _____
4. _____ _____ _____	_____ _____ _____
5. _____ _____ _____	_____ _____ _____
6. _____ _____ _____	_____ _____ _____

If you need more room, please attach a separate sheet. If there are members of your party who are not staying for the entire rental period, please indicate what their dates of stay are. We must be notified prior to occupancy should the individuals in your party change. Final guest list and photocopies of each guests' passport are due with your balance payment.

## EXTRAS

Please review both the Property Listing and the Booking Conditions carefully to be sure you understand what EXTRAS are associated with your rental. Where those costs are payable in advance, they will be itemized on your Confirmation/Invoice and are due with your balance payment ten weeks before departure. Otherwise, additional costs itemized on your Trip Summary are due and payable in cash directly to the property staff or local HBA concierge. If you are at all unsure about what additional costs are associated with your rental property, please call us for clarification before booking.

## PROPERTY AND PAYMENT

PROPERTY: \_\_\_\_\_

RENTAL PERIOD: From \_\_\_\_\_ (m/d/yr)

To \_\_\_\_\_ (m/d/yr)

RENTAL COST: \$ \_\_\_\_\_

Refundable Security Deposit: + \$ \_\_\_\_\_

Extras Deposit (if due in advance, paid to HBA): + \$ \_\_\_\_\_

TOTAL COST: \$ \_\_\_\_\_

Payable to Homebase Abroad, Ltd. 50% of the Rental Cost is due with the Booking Form by check or wire transfer. The balance is due ten weeks before occupancy. If you are traveling within ten weeks of booking, the Total Cost must be paid with the Booking Form.

AMOUNT ENCLOSED: \$ \_\_\_\_\_

### TRAVEL INSURANCE

I have returned the application for travel insurance

I will not be taking travel insurance

I confirm I am authorized to make this booking on behalf of all guests during my rental period. I have read, understand and agree to the terms outlined in the Homebase Abroad, Ltd. Booking Conditions, as well as the Property Listing and Introduction to Our Services and understand they form an integral part of this booking contract.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Please mail signed Booking Form with payment to:



HOMEBASE ABROAD, LTD.

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