

Seagate Rentals

Summer Season Rental Information

Thank you for contacting Seagate Rentals for your summer housing. These are our summer seasonal rental policies.

Rental Period: The rental period for our seasonal rentals is May 15 through September 16. Vacating the property prior to the end of the rental agreement will not reduce the rental rate.

Availability: Each of our rental properties is available on a first come, first served basis. In order to rent a property, we will need to receive the full first payment, a fully signed rental agreement, copies of state issued driver's licenses or ID's for each person signing the agreement and rental references. A \$60.00 non-refundable processing fee must be submitted with the first payment.

Payment Schedule: The payments will be made in four installments. The first payment of 25% of the full summer rent and a \$60.00 processing fee is due with the rental agreement to secure the property, the remaining 25% payments are due May 1, June 1 and July 1. The security deposit is due prior to occupancy. All payments must be in the form of cash, cashier's check, personal check or money order. Personal checks will not be accepted 30 days prior to occupancy. All payments must have the property location for proper credit to be applied in a timely manner. A \$35.00 returned check fee will apply for all returned checks.

Cancellation Policy: If Occupants cancel the rental agreement prior to occupancy, 15% of the total rent will be charged if Seagate Rentals is able to re-rent the property for the full amount. If the property is not re-rented for the full amount, all monies paid by occupants will be forfeited and occupants are responsible for any additional loss of rent. All cancellations must be in writing. In the event of a cancellation, Seagate Rentals will make every reasonable effort to re-rent the property.

Contact Person: Please assign one person from your party to be our contact person. This will be the person we notify regarding payments, rental agreements, etc. **This should also be the person to send the payment installments.** We are able to accept multiple forms of payments, but please mail them at the same time. Always enclose the name/address of the property that any payment is to be applied to. **Do not mail cash.**

Utilities: Utilities are the responsibility of the occupants. Occupants must contact the electric companies to have the electric turned on prior to May 1. Seagate Rentals is not responsible for delays in occupying the apartment due to the electric service not being turned on. Electric service must remain on for the duration of the rental period. Cable and telephone service is entirely up to occupants as to whether they desire the service and when to activate service.

Occupancy: Pets are not allowed at any time, for any time period in any properties of Seagate Rentals. A property can only be occupied by the occupants approved and listed on the rental agreement.

Mailing Address: All correspondence and payments are to be mailed to the following address:

Seagate Rentals

P.O. Box 774

Berlin, MD 21811