

PROPERTY RENTAL TIME INVOICE & OCCUPANCY AGREEMENT

Property Address: 11671 Jewel Lane, Garden Grove, CA 92840

Property Manager: Reina Jiang, (714) 251-2120

Property Manager: Craig White, (714) 251-2120

[Print] Renter Name(s):

Renter Phone Contact:

Renter Home Address:

Renter Email Contact:

All Other Overnight Adult Renters (use back if needed)	Contact Phone	Email

Please note that all Adult names, cell numbers for overnight guests must be listed above, along with any daytime guests as well. *Property Rental Agreement for () nights. Overnight Guests: () Adults, () Children, (, , ,) ages. () Entry Keys, () Security Keys [] pool gate, [] glass sliding door, [] outdoor rear wood gate to front yard.*

Reservation Period: Beginning [date-month-year], with arrival between 4:00 p.m. to 7:00 p.m. any day after beginning reservation period with departure on or before 10:00 a.m. on [date-month-year] (please call the night before to verify exact departure time and to return keys).

For any electrical or equipment service, please call property manager. Gas, Water, Electric, Internet, Pool, and Landscape Care are included.

(Rental payment received of \$_____ on (date-month-year)

from card ending in (), thank you.

TOTAL PROPERTY RENTAL TIME \$

Please sign to acknowledge acceptance of the Property Rental time during the above dates with a provided password below for secured internet access. Additional nights, weeks, and/or months can be quoted separately & pro rated upon request should you decide to extend the property rental time with manager approval.

Renter Signature	Date	Property Manager	Date
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Please read and sign below for any property and/or equipment, pool, landscape damage, City violations, and/or other incurred fees responsibility during duration of the property rental time that will be additionally charged as per the Terms of Agreement Items 1 through 20, should any occur. Manager for property inspection will occur upon the day of departure, however, property manager reserves the right to continue inspection up to 1 year thereafter the departure, should there be hidden damages, or local fines with no time limit for local code or City ordinance violations that were not presented by the guest occupant renter to the property managers during or after the property occupation and inspection specified dates. Should cancellation be important, please note that the Property Homeowner nor the Property Managers offer any refunds for cancellation for any reason. Cancellation insurance may be purchase through agencies such as www.homeaway.com following their guidelines and restrictions. Attached is a cleaning list of each room & property outdoor areas for you to verify all is cleaned and prepared for you as we expect it to be cleaned upon your departure.

Print Name

Signature

Date

Due to no deposit, Renter responsibilities for local fines and/or property damages consent for charges to credit card below, if any should occur; (as per items 1-20) on the attached sheets of the property rental Terms of Agreement and Cleaning Preparation Acceptance.

Card Holder Name

Card Type

Exp. Date

Card Number

Security # (on
reverse of card)

This agreement constitutes a contract between the above named Renter and/or responsible person making payment fee for the above named property occupancy long term rental represented by Property Managers. Renter's signature below deems having read & has understanding with full acceptance of this contract and all Terms of Agreement in items, 1-20 along with the start up check list with departure to be equal for your knowledge; review and signed approval and acceptance on the following pages.

Internet wireless network key gateway for your use: (made ready upon arrival)

Renter Signature of Agreement
Acceptance

Date

Property Manager's
Signature

Date

PROPERTY RENTAL TIME TERMS OF AGREEMENT

1. **Rental Payment** – A non-refundable property rental time fee will secure time at the property for the renter's Invoice, not allowing another renter to pay rent during this time. Renter may arrive later than starting by calling the manager & may leave early, but will pay for any unused time and can be asked to leave before the reservation period is over if non-compliance of this agreement determined by Property Managers not be followed as signed for below.

2. **Liability & Insurance** – Property insurance does not include renter's belongings and thereby each renter is responsible for their own insurance and liability of any personal property, as well as rental property damage, eviction fees, legal consultants, and/or litigation.

3. **Cleaning & Service Fee** – A non-refundable cleaning & set up service will consist of utilities, pool maintenance, landscaping, and Internet access, along with a start up of freshly cleaned linens, bedding, cleaned bedrooms, living areas, restrooms, and kitchen. Major stains on furnishings, carpet, and/or walls will be charged additional. Please call property manager should there be questions on any spot cleaning solution application to prevent additional cleaning fees. If any landscape materials are found in the pool or other than their original place will be charged \$500.00 to make material or materials back to their original location. Please do not stand on beds or furniture to avoid damage.

4. **Additional Fees** – Additional fees, if they occur; can be unusual cleaning fees, property violations, loss/damage and/or keys and household or outdoor replacements. Parking violations in front of the property can apply if; as trash day is on every Tuesday, and street sweeping every Thursday, on the street in front of the house at the curbside are not observed. Other fees can include any medical assistance, fire, theft, or misuse of household equipment, damage to any electrical equipment, furnishings, interior and exterior building, pool, pool equipment, and/or landscaping misuse, such as trees, garden plants, lawn, stone patio, pool, BBQ, and/or outdoor furnishings. Although the neighborhood is safe; Verify that all electrical equipment is turned off and that ALL doors, windows, & gates are closed and locked upon daily exits to keep your personal items safe and to avoid rental property theft. Renters are responsible & liable for anything on or attached to the property during the rental occupation time. Use luggage stands to avoid furniture damage.

5. **Cancellation or Transfer Policy** – Cancellations will forfeit all fees paid unless Renter has an agreement with Homeaway.com that is good up to 24hrs after arrival. No transfers of this agreement to others is considered valid and the names of all 3 overnight Renters must be listed along with daytime guests that may not exceed a total of four persons at any one time. Names to be on signed agreement upon arrival or called in to Manager. All Renter names must be on the signed Renter's occupation agreement copy and be made available to show any City official if requested or Property Managers reserve the right to evict the renter. No mediation or return of money is allowed.

6. **Noise, Vacancy, & Review** – Property rental guests may not make excess noise that would cause neighbors to complain. Should excess noise occur to cause local police to call or stop by, renters will be responsible for any fines in addition to immediate eviction by the Property Managers. Please avoid slamming car doors in the driveway, honking car horn at any time, as well as talking loudly in the driveway or in front of the house that would cause neighbors to complain. Property Managers may offer the property for potential home renters or home buyers to review & inspect the home during times that the occupant is away or at home with notice during the renter's scheduled duration. Property Manager will validate with the renter available times that the property might be vacant & available for the Property Manager to watch over the home when potential home buyers review the home for potential purchase & not talking to the renter.

7. **Rules of the House** – The home may only have 12 persons per night unless approved by Manager, with up to 4 daytime guest visitors per daytime. There are no parties, receptions, or large get-togethers allowed on the property at any time by City ordinances. There is no fee for street parking at curbside, other than trash and street sweeping days, but neighbors do have the right to complain of excess parking before 7:00 a.m. and after 6:00 p.m. No loud noises of voices or slamming car doors are allowed before 8:00 a.m. or after 8:00 p.m. Tents are never allowed on the property, nor drinking alcohol when in the pool, as there is no lifeguard on the property. Sprinklers start automatically at 1am and continue for 30 minutes. The driveway will accommodate one RV motor home or up to two (2) standard vehicles. There is no car port and the garage and backyard shed will not be accessed at any time by guests. For trash, please use the green trash bin labeled for recycled materials that would include: paper, glass, plastic, or labeled as recycle. The brown trash bin is for tree leaves and used by the landscaping help that stops by every other every other week. Use the black bin for any other trash and make sure that messy trash is pre-bagged using provided bags under the Kitchen counter. All 3 trash bins are located at the left of the garage. A fee will be charged if the recycle or lawn bins are misused. Please take out all three bins on Monday for Tuesday trash collection and return back behind gate on Wednesday. Please leave dishes in the dishwasher or put away clean upon departure. There's a disposal switch, lower (right of the kitchen sink) for small excess food only. (Please do not place plastic or metal objects in the disposal). The switch above controls the outside patio flood light for evening pool use; (please turn off when not in use). There is a forced air heater (HVAC) control on the Dining /Hall wall; To heat turn 1 click down & turn dial for temp, or 1 click up to off. There is central A/C. Please turn in-wall A/C off if home is NOT occupied that is located

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beneath the dining room window. Use normal, high, or super high settings and remember that at no time will the in-wall A/C unit cool the entire home, but rather only the immediate area in which rooms it is located nearest. Approved cleaners are in the laundry cabinet & labeled. If any tile, sink, carpet, table, or counter damage occurs, please call the Property Manager. There are cleaning rags in the Hall closet & hand towels in the Kitchen. Please use the Dining table, enclosed Patio table, and/or outdoor table for eating and do not serve meals in any other rooms. A fire extinguisher is located in the kitchen appliance garage for emergency; or call 911 for the Fire Department. Please use caution when entering & exiting the kitchen or living room glass doors so as not to hurt yourself on the clear glass. Never allow children to jump on furniture or beds. Never rock chairs into the walls. Do not push tri-fold door when closed and the privacy latch is in the locked position. Never remove dining table cover and do not allow children to use table as a drawing or coloring board. Never allow children to write or use color markers on the walls or furniture. Never open the utility panel if power turns off to avoid electrical shock and penalty fees. Should you have power loss, always call the Property Manager for assistance. Do not use the guest bath vanity shelf to support any weight when entering or exiting from the bath tub/shower. There is 1 Cal King bed in the Master Bedroom. There is one (1) Queen bed in the second bedroom, and there are three (3) Twin beds (Trundle/Bunk) in the Guest Room. There is one (1) Queen convertible sofa in the Living Room. All linens and pool towels are located in the Hall double door closet. Do not take any household items or towels from the property at any time.

8. **Keys – 2** front door keys are made available upon arrival. Please return keys to property manager before leaving the property by calling the Property Manager to meet for a quick home inspection before your departure. Additional front door keys can be offered at an extra fee and must be returned at departure. Do not duplicate keys at anytime or hide keys outside for others to use. Replacement keys are \$30 each should you lose the originals offered to you.

9. **Food and Leaving Items** – After departure, any food on the counter or in the refrigerator will be donated or thrown away after cleaning. Never leave food out when away from the home to avoid ants. Please call should you feel you left any important belongings behind.

10. **Pets** – Pets of any kind are Not Permitted during the property rental occupation by Renter and/or any guests and will result in termination and/or entire home and property cleaning that will be subject for the Renter to pay as additional unusual cleaning fees like carpet cleaning and hepa cleaning per room.

11. **Damage and/or Replacement** – If any damage is caused, the Property Manager will get an estimate to have items replaced at equal new value and/or repaired by a service that specializes in such replacement and/or repair and submit the quote to the Occupant signed below for pre-authorization to charge replacement and/or repair to the credit card listed below by the Occupant. Due to liability and harm, there is no climbing onto the roof at any time and doing such will cancel this agreement with no refund of any monies paid.

12. **HDTV, DVD, & CD** – Your HDTV offers TV. The HDTV runs on “HDMI 2” with ON/OFF on right side bottom of TV side with Top button for “ON/Off” & Source button at side bottom for Video1 for VHS or HDMI 2 for Blu-ray DVD unit. The remote has a “Power On” at the top and a 10 second delay to activate the Blu-ray DVD unit. The Internet tower at the HDTV’s left will have all lights for “On” for secured internet use. When using the DVD/CD or VHS players, please use the input on remote or side TV buttons, up or down to go from the default, “HDMI 2” to the “Video 1” source selection, then enter your DVD/CD or VHS Tape into the Black Sony player located below the TV at the left and press “Play”. There is a Black Remote for easy function for the DVD/CD. A few DVDs have been made available for your use; please leave them for others upon your departure. Both remotes take batteries and may require replacements; call the Property Manager for replacements. Never disconnect, move HDTV, or equipment at any time, to prevent electrical damage & extra repair charges. If wishing to plug-in your own equipment to the HDTV, always call the property manager first for authorization to avoid any re-set up fees and/or repairs.

13. **Pool Use** – There is no life guard by the pool; swim at your own risk. Should any medical emergency occur, please call 911 and request medical assistance. UCI Medical Hospital and/or Garden Park Hospital is located 3 miles away, Fire Department is 1 mile away. To avoid additional fees, do not throw landscape materials, like rocks, grass, wood, or fruit & food in the pool. Please do not eat or drink in the pool. Please supervise children when swimming and keep gate and patio sliding glass door locked by supplied keys if not able to supervise children in the backyard. Do not leave furnishings overnight on the lawn. Never run or jump near the pool, or swim after dark. Do not leave pool mats, floating rafts, or towels on the lawn. If you use the pool skimmer, please dump in the dirt area right of the gardener’s shed and not on the grass. Pool man stops by every other **week** between **9 a.m.** up to **11 a.m.** Gardener stops by every other **week** around **3pm**. Both will knock if you’re home so as not to disturb you uninvited.

14. **No Smoking** – This is a smoke free property for all guests and their visitors and we would appreciate it greatly for you not to smoke while in the house, enclosed patio, yard or pool area. Should you feel the need to smoke, please call the Property Manager for a safe place to smoke. Additional cleaning fees can occur due to smoking residue from clothing or in linens, which could include, but is not limited to, any dry cleaning, Hepa, and HVAC cleaning. Thank you for not smoking as we and many others have allergies to smoking.

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15. **Kitchen Equipment** – Please verify that the Refrigerator door closes after use. The Microwave has a “Set Time” and below, “Power Level” or default settings for your use. An Oven is available with touch control settings and exhaust fan in the microwave above the stove top. Located in a drawer to the Oven's right is a lighter, should a burner or BBQ need lighting that is located outside the Kitchen door. A dishwasher is available. Use any settings for the clothes Washer/Dryer. Do not leave the rental home while the Dryer is left on. Washer soap/fabric softener has been left in the lower cabinet near the Dryer. Please call the Property Manager should you have any questions regarding any equipment use. Do not overload the clothes washer as it will stop working; do small loads only to ensure best functionality and reliability. A toaster and coffee maker is available for use and is located in the Kitchen appliance garage; Tea maker & blender are in the pantry. Please don't operate the Oven or Dishwasher at the same time as all Kitchen power may stop running; Call the Property Manager if the circuit breaker turns off, as it is under lock and key and not to be disturbed by the occupant. UPON EXIT, PLEASE LEAVE ONLY THE BED SHEETS/PILLOW COVERS & TOWELS USED IN THE KITCHEN. LEAVE THE KITCHEN COUNTER & DISHES USED CLEANED AND EMPTY THE REFRIGERATOR OF YOUR BELONGINGS.

16. **Jacuzzi Tub** – The Jacuzzi Tub in the Guest Bathroom must have water above the two jets at the tubs rear before starting turning “ON” to prevent damage that would incur additional fees. Never use oils in the Jacuzzi as they will damage the pump.

17. **BBQ** – The BBQ is located outside on the patio and left with a full tank of propane. Close off propane when not in use. BBQ tools are located in the top drawer within the cabinet to the right. Call if you have questions about the BBQ start up and use. Do not use the BBQ as a smoker left unattended. Turn BBQ propane tank off when not in use and call the if you need a new full tank. Never move the BBQ.

18. **Fireplace** – The Living Room fireplace has been left with the flu in the open position for ventilation but is not intended for burning any wood or any other materials. Always inform Property Manager should you have any outdoor odors that would require you to close the flu.

19. **Renter Services** – Renter provided services include: utilities, local phone, cable, wireless internet, a gardener that stops by every other **week** morning & pool maintenance every other **week**. Property Managers can stop by at will and will always call and knock before entering the property and/or interior of the home for periodical security checks, and/or special maintenance or home reviews. Always close windows & lock doors when away from the home to avoid break in or property loss. Some discount coupons and other information, as well as restaurant and shopping guides have been left in the left drawers below the HDTV for your use. Please call the Property Manager should there be any special requests or additional information you may need. Make sure your vehicle does not leave oil spills on the concrete driveway or a cleaning fee will be charged. No taxi's or commercial shuttles ever allowed on Jewel Lane. Never disturb or socialize with the neighbors, as this will terminate this agreement without any refund and will violate local City ordinances that will incur additional fines. Please call Property Manager should you be leaving the home for more than **2** nights.

20. **Renter Violations** – Should any property misuse/damages or City laws be broken during the scheduled occupancy time, the Property Manager reserves the right to terminate this agreement without any refund of fees. Renter will be responsible for any local fines, and all court fees and Property Owner attorney fees should court litigation be instituted due to non compliance of this agreement or non rental fee payment. Renter will be requested to appear in an Orange County, CA court should litigation be instituted. Renter will compensate to make repairs, along with any other incurred excessive repair or replacement or damages if created. Additional fees for any property loss, damage, and/or fines are due within 20 days of incident or inspection and can take up to 1 year after your departure from the property occupancy to be verified if any should occur. Please keep your copy of this legal rental time agreement contract for your files.

“I, the undersigned, have read and agree to the Terms and Agreement items in 1-20 with the Property Start Up Conditions of Preparation and Cleanliness” attached.

Renter Signature of Acceptance

Date

Property Manager's Signature

Date

(1) Signed copy for Manager & Renter

PROPERTY START UP CONDITIONS OF PREPARATION AND CLEANLINESS

Living / Dining Room – All furnishings clean from any spills and/or damage. Dining table covered with a clean cover along with place setting mats. Fireplace clean with open damper for optimal ventilation. Sliding glass door and windows with screens cleaned. Carpet vacuumed and cleaned with no spills, spots, or stains. Walls cleaned with no damage, holes, markings, or patching.

Kitchen – All cabinets and fixtures clean from any spills and/or damage. All appliances cleaned and ready for proper use. Door and windows clean. One fire extinguisher available for emergency use only located within the appliance garage. Start up coffee, tea, and hot chocolate beverage mixes along made available for use located within cabinet above the appliance garage. Cooking spices, salt and pepper made available within cabinet near the refrigerator. One flashlight and other cooking hand tools located in drawers below by stove/oven & refrigerator. Table ware located within drawers to the left of the dishwasher. 12 table settings, plates, silverware, glasses located within top cabinets or drawers above counter & near dishwasher. Additional paper plates and storage containers located within the tall cabinet far left of the dishwasher. Mixer, crock pot, egg cooker, located within cabinet left of the dishwasher. Pots and cooking pans located with cabinets located to the far left of the refrigerator. Cookie sheet pan sheets located with the right cabinet below the sink. Garbage and house recycle located below the sink. Start up laundry detergent and fabric softener located with the cabinet below left to the washer/dryer. First aid, sunscreen, and some sundry items for use located within above cabinet far right of the washer/dryer. Clean up supplies located within the first cabinet above the counter close to the washer/dryer. Tile floors cleaned. Walls and counter clean with no scratches, damage, holes, markings, or patching. (Microwave on counter near laundry by coffee maker and grinder)

Hallway – Heater unit located within the first closet door. Vacuum, broom, hand broom, Ironing board and Iron with extra fan light bulbs located with the second closet door near guest bathroom. Clean bath towels, washrags, hand towels, pool towels, and three extra blankets located within the double door closet right of the guest bathroom. Carpet floor clean and free having no spills, spots, or stains. Walls cleaned with no damage, holes, markings, or patching. Guest Bathroom – All fixtures, sink, and tub, clean from any stains, scratches, or damage. One start up toilet paper roll with one extra within vanity. One hairdryer located with left drawer of vanity. Bathroom mirror clean without any chips or scratches. Marble counter free from stains and scratches. Marble floor and toilet free from stains, chips, or damage. Jacuzzi tub marble sides clean from stains, chips, or damage. Stained glass window with lock clean and without damage. Towel bars with two bath towels and washrags available for start up. Start up 2 rolls of toilet paper, hair dryer, body wash, shampoo, and conditioner made available.

Master Bedroom – All furnishings clean from any spills and/or damage. Suitcase valet and floor fan located within the closet. Mirror closet doors free from chips, scratches, or damage. Cal King bed freshly made. Telephone, radio/alarm clock and two lamps located for use on the nightstands. Bay stain glass window free from scratches or damage. Bay window bench for no luggage use clean from stains or damage. Carpet vacuumed & cleaned with no spills, spots, or stains. Walls cleaned with no damage, holes, markings, or patching.

Master Bathroom – All fixtures and sink clean from any stains, scratches, or damage. One start up toilet paper roll with one extra within vanity. One hairdryer located with left drawer of vanity. Bathroom mirror clean without any chips or scratches. Tile counter free from chip, stains, or scratches. Shower glass door free from scratches or damage. Wall, tile floor & toilet free from stains, chips, or damage. Start up 2 rolls of toilet paper, hair dryer, body wash, shampoo, and conditioner made available.

Guest Bedroom 1 – All beds freshly made with easy chair bed linens within closet left. All furnishings clean from any spills and/or damage Suitcase valet and floor fan located within the closet. Children's cuddle toys located top shelf of the closet. Two air mattresses with pumps offered for additional comfort located with the closet bottom right. All window free from scratches or damage. Carpet vacuumed and cleaned with no spills, spots, or stains. Walls cleaned with no damage, holes, markings, or patching. Radio/alarm clock and one lamp located for use on the nightstand.

Guest Bedroom 2 – Fresh bed linens for Queen within the entertainment cabinet top with easy chair bedding bed linens within closet top right. All furnishings clean from any spills and/or damage. Suitcase valet, extra dining chairs, and floor fan located within the closet along with bed linens for the Living Room Queen convertible sofa. Bay stain glass window free from scratches or damage. Bay window bench not for luggage use clean from stains or damage. Carpet vacuumed and cleaned with no spills, spots, or stains. All Walls cleaned with no damage, holes, markings, or patching. Convertible sofa frame support as new and no wall damage behind directly sofa.

Outdoor Patio – All furnishings clean from any spills and/or damage. Children's pool toys and inflatables located within cabinet drawer set. BBQ tools located within top drawer of cabinet. Carpet and concrete floor free from stains, spills, chips, or damage. Patio screens cleaned and free from holes or markings. Hardscape walls free from chips and markings.

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Outdoor Patio, Front Yard, Driveway, Backyard, and Pool – Driveway clean from spills or oil stains. Front yard gardens clean from debris. All patio furnishings and BBQ clean from any spills and/or damage. Concrete patio floor area free from stains, spills, or damage. Hardscape house walls and metal gate with security fencing free from chips and markings. Pool and pool deck clean from stains, food, landscape, and/or person and other debris. Back yard landscape gardens, trees, and grass, trimmed and clean from debris. BBQ clean and with full propane tank ready for use with cooking utensils and extra propane tank replacement available upon your call us. Please excuse our re-landscaping the grass area in the backyard by request of the City to reduce grass areas to conserve water during drought.

“I have reviewed and signed acceptance of the above start up areas with approval with signature below along with any additional comments below and/or on the reverse side about any concerns after having a walk-through of the property along with a Property Manager.

“I, the undersigned, have read and agree to the Terms and Agreement items in 1-20 with the Property Start Up Conditions of Preparation and Cleanliness, and will maintain the home and property clean as when arrived.”

Renter Signature

Date

Property Manager

Date

(1) Signed copy for Manager & Renter

Renter Comments and/or Requests Below: