



## RENTAL BOOKING FORM

### **Personal Information**

Client Name(s)	
Address	
City & State/Province	
Postal Code & Country	
Telephone	
Cellular	
Fax	
e-mail	
Emergency Contact	

### **Paris rentals to be booked**

Apartment Name	
Arrival Date	
Departure Date	
Rental Rate	
Deposit Paid	

### **Check in/out**

Rentals commence at 4PM on the date of arrival and terminate not later than 10AM on departure day. Arrivals prior to 4PM cannot be guaranteed.

In order to guarantee an early arrival (prior to 4PM) it is necessary to reserve and pay for the preceding night. If we do not have someone arriving or departing the same day as you, however, we are very flexible with the times.

For check in/out before 9AM or after 8PM, special arrangements may need to be made and there may be an extra charge.

### **Persons in your Party**

Name of each person in your party (State age if under 18)


### **Bath Linen**

Per night prices include bath linens for each person. If you use extra towels, we ask that you clean what you have used.

### **Bed Linen**

Included in the per night price, bed linens will be supplied initially to prepare beds as requested for number of persons in party. If you use extra linen, we request that you clean what you have used.

### **Cleaning**

Final cleaning at departure is included in the per night price. If an apartment is not left in a reasonable state, we reserve the right to deduct additional cleaning charges from your security deposit as mentioned below.

Extra cleaning during a stay may be pre-arranged at a cost of €10 per hour, with a two-hour minimum charge.

**Security Deposit**

A security deposit shall be due not later than the day of arrival at the apartment.

In the case of a short term rental (less than 3 months), the security deposit shall be €200.

In the case of a long term rental, the security deposit shall be the equivalent of 50% of the monthly rental or a minimum of €500. Long term renters are also required to pay the first and last months' rent no later than the time of their arrival. Rent shall be due on the last business day of each month for the following month. Example: Rent for the month of January shall be due on the last business day of December.

If the rent is not paid by the due date, the owners and PerfectlyParis reserves the right to use the last months' rent and the client shall be requested to leave at the end of that month.

The amount of the security deposit shall in no way limit the tenant's financial responsibility for damage or deterioration made to the apartment during the tenant's stay.

Provided all is in order when you check out, your security deposit will graciously be returned to you within 14 days.

**Utilities**

Utilities shall be included in the cost of any rentals less than one month with the exception to long distance telephone calls.

Rental periods that exceed 1 month shall not include utilities unless otherwise noted. If the client is staying for 3 months or more, it may be recommended to place the utilities in his/her name. A French bank account is required for this to happen.

In the case of any unpaid utilities, PerfectlyParis reserves the right to deduct the outstanding amount from the security deposit.

**Keys**

Apartment keys are very expensive (ranging from €10-100 per key). If you lose or misplace a key, it will be your responsibility to pay for the cost of replacement(s). If we are required to change the lock, the prices range from €600-1000, depending upon the type of lock and the cost shall be paid by the renter.

**Miscellaneous**

Pets are not allowed unless previously arranged.

Our apartments are strictly non-smoking.

Rental of the PerfectlyParis apartments shall be strictly for personal use and not for business or professional use.

**Agreement**

On behalf of myself and the above-named persons, I wish to make a booking for the accommodation(s) requested, and I agree that this booking is subject to the conditions included in this form. I am authorized to agree to these conditions on my own behalf and on behalf of the persons in my party. I have or will pay a deposit representing 50% of the total due for the period requested to the owner. I agree the balance of the rental fee, services/telephone advance, and service fees are payable under the conditions described within this document.

**Please Sign and Date**

Signature (Renter)	
Date	

Signature (PerfectlyParis)	
Date	

## **General Policies & Conditions**

### **BOOKINGS AND CANCELLATIONS:**

Bookings are only confirmed once the 50% deposit is received. Following initial payment, whether full payment or deposit, PerfectlyParis will notify client in writing in the form of a reservation confirmation e-mail. Upon confirmation of receipt of payments, whether initial or final, no payments are refundable unless a minimum of 60 days notice prior to arrival date is given. In this case, the total deposit less a processing fee of €50. Failure to comply with specified payment due dates may result in cancellation of booking.

Any cancellation notification must be received by PerfectlyParis at least 60 days prior to your arrival date. Your deposit will be refunded in full less a processing fee of €50.

Any cancellation received within 60 days prior to your arrival, will result in the forfeit of your deposit unless the property is re-rented. Any days re-rented will be credited on a pro-rata basis to a future booking of a Paris apartment from PerfectlyParis. Such credit will be good for use for two years following last tenancy date of the cancelled reservation. Past this time, the credit will be cancelled and cannot be extended.

Clients are strongly urged to take out cancellation insurance at the time of booking. Clients are advised that it is extremely difficult to re-rent a cancelled booking. The only reliable protection against loss of payments is trip cancellation insurance.

All cancellation requests must be received and acknowledged by e-mail. If the confirmed accommodations should be unavailable for any reason beyond the control of PerfectlyParis, we reserve the right to substitute an alternative property of equal or higher value. Should alternative property be unavailable, the liability of PerfectlyParis shall cease upon agreement to return to the client all monies paid by client to PerfectlyParis.

### **RENTER/CLIENT LIABILITY:**

Clients are required to act in a responsible manner at all times. The client is responsible for ensuring that the property is left upon departure in the same general condition and repair as upon arrival. PerfectlyParis reserves the right to recover from clients the cost of any loss or damage caused by a failure to respect the property, fixtures, or fittings. PerfectlyParis reserves the right to recover from clients the cost of excessive use of the telephone. Clients are kindly requested to use their credit cards for long-distance calls.

It is important that clients realise they are living in apartment surrounded by regular residents. As such, please conduct yourselves accordingly. Avoid loud noise or music, keep any common area tidy and please respect the long term tenants and owners.

### **OWNER/PERFECTLYPARIS LIABILITY:**

Renters must exercise reasonable caution appropriate for visiting any new locales in a foreign country. The liability of the owners, PerfectlyParis or its agents shall be limited to the amount of any rentals and deposits paid. In no event shall the owners, PerfectlyParis or its agents be liable for consequential damages. Any problems which occur during tenancy should first be reported to the designated local representative. Should a problem persist or be unsatisfactorily resolved from tenants' viewpoint, such problem should then be reported immediately, if possible, and under any circumstances, no later than within 72 hours to PerfectlyParis. All such complaints must also be followed up with written details by tenant to PerfectlyParis.

### **MAINTENANCE:**

Every effort is undertaken to see that the properties are properly maintained, clean, equipped, and functional, bearing in mind the differences in standards one country from another. Supplementary services can be provided on request at extra cost, but clients should generally not expect hotel services.

Based upon inspection and/or information supplied by property owners and/or agents, PerfectlyParis believes that the properties are safe for occupancy. However, no warranty of habitability or safety is made by PerfectlyParis.

This agreement shall be interpreted according to the laws in France, specifically Paris, Ile de France.

This agreement contains the entire agreement of the parties, and shall not be modified, except in writing.

We agree that in the event of a dispute between us, we shall first try to resolve it by mandatory mediation. Upon our failure to reach agreement by mediation, we agree to binding arbitration, with the losing party to bear the costs of arbitration.