

Key deposit

As per our Booking Conditions the "key deposit" is an essential part of your villa booking. The deposit is taken for the sole purpose of insuring the owner's possessions, fixtures, furniture and fittings against accidental loss or damage during your stay at the property. The amount will be reimbursed to you upon approval from our local representative/management company after they have either inspected the villa personally or had persons inspect the property on their behalf. In any case, this will be within three weeks of your return home. Where possible, inspection will be done before you vacate the property so that remedial action can be agreed; however, this is not always practical due to early or late departures and it may be necessary to confirm action to you after your return. This will always be within the three week period mentioned above. We must stress therefore that you **MUST** report any accidental loss or damage (however minor) if and when it occurs. Please also report any problems or breakages if they are found on arrival. This will save any misunderstanding once your rental period has expired. (Please also see Terms and Conditions regarding Key Deposits)

The key deposit can be paid by either of two simple methods.

1: By Credit Card Authorisation. This is the most common form of guarantee, **as no money has to change hands** unless loss or damage occurs. If this option is chosen please complete and return the section below. Upon your return this authorisation can be returned to you or destroyed.

Or

2: By cheque made payable to Villa Retreats Ltd. This will be paid into Villa Retreats' bank account and the amount reimbursed after authorisation by property representatives.

For credit card authorisation please complete this section in full:

I authorise the sum of (please tick)

£1000 - Villa Retreats

(actual amount required will be advised at the time of booking and reflected on your booking form) to be debited from my account in case of accidental loss or damage to owners' possessions, fixtures, furniture and/or fittings at..... (villa name)

between the dates/...../..... and/...../.....

Title(Mr/Mrs/Ms)..... Surname..... Initials.....

Address of cardholder.....
Town..... County..... Postcode.....
Tel.....

Credit Card details:

Number Expiry date...../...../.....
Type..... Holders Name.....
CVC.....

I have read and understood the above text regarding the security deposit and agree to abide by the terms herewith.

Signed _____

Dated

PLEASE NOTE: YOUR BOOKING IS NOT CONFIRMED UNTIL YOU HAVE COMPLETED & RETURNED THIS LETTER TO VILLA RETREATS LTD.

Thank you.

10/10/2007