

# FINANCIAL AGREEMENT FOR CLIENTS OF TRAVEL AGENTS 2018

1. It is your responsibility to inform us **before** you select your villa of the number of people, health conditions (allergies, asthma, heart conditions, walking problems) or any other special requirements relevant to accommodation selection.
2. A deposit of 50% of the total is due in 3 days by check to your travel agent. The balance is due 60 days prior to the rental. If a client prefers to charge, merchant fees of 3% MC or VI or 4% AMEX will be added..
3. Payment of the booking constitutes acceptance of the financial agreements between the client and the property owner, with Doorways, Ltd., acting as the agent. From the date of payment by the client, the provisions of this agreement are in effect.
4. We require name, address and phone of each guest. The number of people booked is the number that will be accommodated. If extra people arrive, they will not be accommodated unless there are extra beds, the owner agrees, and the guests pay the extra costs on the spot.
5. Doorways, Ltd., does not permit guests to bring animals to any of our properties.
6. Prices are subject to shifts in currency exchange rates and will be adjusted up or down at the time of payment only if the rate falls outside of the ranges: 1.0-1.30 dollar/ Euro.
7. The date the weekly rental begins determines the season of that week even if the majority of that week falls in another season.
8. Clients are responsible for obtaining the required passport. Doorways accepts no liability for clients improperly documented. No visas are required for US citizens in France, Italy, or Spain.
9. Descriptions of locations and accommodations are provided on our website (www.villavacations.com). Doorways, Ltd., declines responsibility for any modifications made by the owner without our knowledge. Accommodations are in private homes which reflect local traditions and the personal taste of the owner; customers must accept cultural or architectural differences.
10. In the unlikely event that you are unhappy with your accommodations in Europe or lack some essential item, please contact the owner/key holder right away. If the matter cannot be improved to your satisfaction, please phone Doorways, Ltd., to enlist our help. We will try to help you at the time, but very little can be done after you return home. You will not receive a refund if you do not first contact the representative to try to resolve the problem before vacating the property. If you are missing some small item that will greatly enhance your (and other future guests') stay, please purchase it, and leave it there, save your receipt and **Doorways will reimburse you up to \$50.**
11. Any charges over and above the amount of the rental (utilities, telephone, cleaning, head tax and security deposits) are usually payable directly to the owner or representative, or in some cases to Doorways, Ltd. Be aware that energy costs are much higher in Europe than the US. Please establish the checkout procedure with your host when you arrive. Clients must exercise care for the rented property and will be held responsible by the owner for any damage. Villa doors and windows must be closed and locked when guests are away from the villa. Security deposits are refundable 30 days after your return to the US, less any damage or extra fees as noted on our website. Clients are responsible for any damages exceeding the amount of the security deposit. When damages or extra charges are incurred against any US security deposit, a \$25 processing fee will be deducted.
12. Clients of Doorways, Ltd., in all legal respects are directly responsible to the property owner, and the property owner is directly responsible to the client. Doorways, Ltd., acts as an agent only and assumes no responsibility or liability for any claims, damage, expenses or other financial loss, whether to person or property, arising from injury, accident, death, delay, alteration or inconvenience, by whatever cause, including airline scheduling, default, strike, terrorism, war, hostility, civil disturbance, quarantine, or resulting directly or indirectly from acts of God.
13. In the highly unlikely event that your property ceases to be available, Doorways will attempt to find you a comparable accommodation. If the total rental fee for the alternate property is less than your original rental fee, you will receive a refund for the difference. If the rental fee is more, you must pay the difference upon acceptance of the new property. If you do not wish to rent the alternate property, Doorways will refund the rental fee you paid. Doorways' liability will be limited to the amount paid by you for the property rental. You will be responsible for any cancellation fees or increased costs for your other travel arrangements.
14. **Payments made by the client are not refundable.** We strongly urge you to **purchase trip cancellation insurance**, available through Doorways, Ltd., to cover all non-refundable costs of your trip.
15. Doorways' Best Price Guarantee: If you find a lower price listed on any website for the same villa, same dates and services, Doorways will try to match it. Email us **within 24 hours** of booking and include a link to the website showing the lower price.
16. Prices are inclusive of rent, which is escrowed by our firm for disbursement to the owner, and our service fees for brokering the rental of the subject property.
17. We require your name, address and date and place of birth with your reservation.

**Doorways charges the following services fees:**

- \$500-\$1,000+/week for personalized itineraries, detailed menus & services.
- \$25-\$40+ each for research and reservations for trains, hotels, and other special services.
- \$200 re-booking fee per accommodation.
- \$25 for each credit card after the first.
- \$75 for Sunday or very early or late arrivals. Normal arrivals are 4-5 p.m. and departures by 10 a.m. Early or late arrivals must be requested in advance. We will do our best to accommodate people with early flights.

**1) I HAVE READ AND AGREE TO THESE FINANCIAL AGREEMENTS FOR 2018**

1) SIGNATURE \_\_\_\_\_ BIRTHDATE \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_

2) PRINT NAME \_\_\_\_\_ # ADULTS & AGES \_\_\_\_\_ # CHILDREN & AGES \_\_\_\_\_

3) PROPERTY \_\_\_\_\_ DATES OF RENTAL \_\_\_\_\_ TODAY'S DATE \_\_\_\_\_