



HOLIDAY BOOK ONLY FORM & TERMS & CONDITIONS

Please complete the following information where required and return as soon as possible to: Apple Property Management UK LLP, C/O A1.F.S., 86 Haymarket Terrace Edinburgh, EH12 5LQ or fax to 0131 317 1777 or email info@applepm.co.uk

PLEASE COMPLETE IN BLOCK CAPITALS (apart from email address).

This Holiday Rental Agreement comprises the particulars detailed and the Apple Property Management UK LLP Terms and Conditions. By completing and returning this document and / or paying your booking fee and / or paying a booking fee /deposit to a third party agency to secure our property, you are agreeing to be bound by these terms and conditions.

PROPERTY NAME: _____

DATE OF ARRIVAL: _____

TIME OF ARRIVAL: 3pm (earliest)/4pm/5pm/ other _____ (to be agreed at time of booking)

DATE OF DEPARTURE: _____

TIME OF DEP: 11am

NO. OF NIGHTS: _____

NO. OF GUESTS: _____

CONTACT DETAILS:

BOOKING CONTACT: _____

MOBILE: _____

DAYTIME TEL: _____

EVENING TEL: _____

CONTACT NO. FOR STAY _____

EMAIL ADDRESS: _____

HOUSE NAME / NO. _____

STREET: _____



TOWN / CITY: _____

POSTCODE: _____

WHERE DID YOU HEAR ABOUT US? _____

If website / newspaper, please specify?

SPECIAL REQUIREMENTS (e.g. travel cot):

Serviced Options:

	New towels/Linen/Light clean	New towels/Linen/Full clean
Blair House 2 bed apt	£30	£50
Blair House 3 bed apt	£50	£80
Sunbury Place	£30	£50
45/4 James Place	£50	£80

Dates Required: _____



FINANCE:

Note: Credit card and debit card transactions are subject to a 2.5% admin charge. We apologise for this however it is applied by the credit / debit card companies.

TOTAL CHARGE: _____

(This is the total due to Apple Property Management UK LLP. Exclude any external agency fees, include any additional serviced option charges.)

DEPOSIT DUE: _____
(1/3 of total charge)

DEPOSIT METHOD
OF PAYMENT: _____

CARD DETAILS:
Card type: _____

Card Number: _____

Security Code (3 digits) : _____

Issue Number: _____

Start Date: _____

Expiry Date : _____

Name On Card: _____

Card Registered to Name: _____

Card Registered to House No. _____



BOOKING TERMS AND CONDITIONS

1. THE AGREEMENT

This agreement is a Holiday Let solely for the purpose of the Holiday Guest's holiday. This tenancy is accordingly NOT an assured tenancy.

2. A. BOOKING AND DEPOSIT (DIRECT)

Before a booking can be accepted by Apple Property Management UK LLP a member of the party must complete and return the booking form as indicated along with the deposit. The booking contact shall then be deemed as the agent for all persons shown on the form, whether the booking contact intends travelling or not.

In order to confirm you're booking a deposit of 1/3 of the total cost of the accommodation will be required, we are entitled to treat any provisional booking as having been cancelled if a completed booking form and requested payment is not received within 5 days.

Apple Property Management UK LLP reserves the right to alter the booking arrangements if required and change apartments allocated to that of similar or higher standard for any reason and without notice in which case the booking deposit will not be returned to the guest without further liability. Where we cannot offer a similar or higher standard apartment Apple Property Management UK LLP reserves the right to cancel the booking arrangements for any reason and without notice in which case the booking deposit will be returned to the guest without further liability.

2.B. BOOKING AND DEPOSIT (VIA THIRD PARTY) As soon as a payment booking confirmation is agreed to with a third party on behalf of our property you are agreeing to be bound by our terms and conditions.

Before a booking can be accepted by Apple Property Management UK LLP a member of the party must complete and return the booking form as indicated along with the deposit. The booking contact shall then be deemed as the agent for all persons shown on the form, whether the booking contact intends travelling or not.

In order to confirm you're booking a deposit of 1/3 of the total cost of the accommodation will be required, we are entitled to treat any provisional booking as having been cancelled if a completed booking form and requested payment is not received within 5 days. We take no responsibility for any monies paid to third parties.

Apple Property Management UK LLP reserves the right to alter the booking arrangements if required and change apartments allocated to that of similar or higher standard for any reason and without notice in which case the booking deposit will not be returned to the guest without further liability. Where we cannot offer a similar or higher standard apartment Apple Property Management UK LLP reserves the right to cancel the booking arrangements for any reason and without notice in which case the booking deposit will be returned to the guest without further liability.



3. BALANCE OF PAYMENT

Full payment must be received 4 weeks (6 weeks for festival/New Year reservations) or more prior to the arrival date. It is the booking contacts responsibility to ensure payment is received. Failure to make full payment within the specified period will entitle Apple Property Management UK LLP to cancel the booking immediately and claim the appropriate cancellation charges.

4. CANCELLATION CHARGES

If you or any member of the party wishes to cancel the whole or any part of the booking once it has been confirmed, Apple Property Management UK LLP must be informed in writing. The following cancellation charges will apply.

- 4 or more weeks – loss of deposit only
- Less than 4 weeks – loss of total holiday cost

Apple Property Management UK LLP recommend that you take out holiday insurance to cover any cancellation fees that may be incurred.

5. SECURITY DEPOSIT

On payment of the final balance we will ask you to confirm a security deposit per apartment, which, will protect us against any breakages, telephone charges, apartments being left in a mess or damage caused during the rental period and to secure compliance with the Holiday Guests obligations under this agreement. The security deposit can take the form of either a cheque for £500 (this will not be cashed) or VISA / Switch / MasterCard details. If this is not supplied any card details that have been previously processed will be used for security.

In the event of any charges being made you will be advised in writing up to seven days following departure.

6. AMENDMENTS

Subject to availability, should you wish to amend any part of your booking a £50 administration fee will be charged.

7. CHANGES AND SPECIAL CONDITIONS

Guests are advised to have appropriate travel / medical insurance in force for the period of their holiday. All matters arising with regard to loss or injury should be directed to the respective insurance company.

Where the property has a swimming pool, Apple Property Management UK LLP does not accept liability for any injury however caused as a result of the use of the pool. Guests are specifically requested not to allow unsupervised children to use the pool, local laws apply.

Apple Property Management UK LLP reserves the right to decline to accept or retain any persons as a client whose conduct is deemed to be disruptive and affects the enjoyment of other holidaymakers. We shall be under no liability to accept any costs incurred, or responsibility for any such person.

The owners of the property, or their servants or agents, will not be liable for any loss or delay occasioned by any of the following: strikes, riots, political unrest, hostilities, war or threat of war, terrorist activity, industrial disputes, fire, flood, technical / weather problems to transport, aircraft, closure of airports, or any other event beyond the owner's control.



8. COMPLAINTS TO AND LIABILITY OF Apple Property Management UK LLP

Apple Property Management UK LLP strives to provide an exceptionally high standard of services to its clients. Should you experience any problems whatsoever please contact us and we will do our best to assist and rectify the matter as soon as practically possible. Should a problem remain unsolved, Apple Property Management UK LLP must be notified immediately. Failure to contact us will adversely affect your customer rights to compensation. At the end of your holiday any further complaint must be notified to us in writing within seven days of your return. No action can be taken or liability accepted for complaints received after this period. A full and complete investigation will be made and any necessary corrective action will be taken.

9. PERSONAL SAFETY

Apple Property Management UK LLP cannot accept any liability for your personal safety during your holiday. Clients are reminded to exercise care as to the personal safety of themselves and their party. Whenever possible valuables should be lefts secure and out of sight. We do not accept any responsibility for any accidents / injuries sustained due to a stay / or during a stay at our holiday apartments.

10. THE HOLIDAY GUEST(S) WILL:

- Pay the Total Holiday Cost at the time and in the manner aforesaid with out any deduction abatement or set-off whatsoever.
- Keep the interior of the Property in a good, clean and tenatable state and condition and not damage or injure the Property or any part of it.
- Keep in a good and clean condition all of the contents of the Property as listed in the Inventory, if any, and to replace or cleanse any items(s) which become broken or damaged during the Term.
- Not make any alterations or addition to the Property nor do any redecoration or painting of the Property.
- Not do or omit to do anything on or at the Property which may be or become a nuisance or annoyance to Apple Property Management UK LLP or owners or occupiers of adjoining or nearby premises or which may in any way prejudice the insurance of the Property or cause an increase in the premium payable therefore.
- Ensure no livestock enter the premises.
- Not use or occupy the Property in any way whatsoever other than as a private holiday residence.
- Not assign, sublet, charge or part with or share possession or occupation of the Property.
- Permit Apple Property Management UK LLP or anyone authorised by Apple Property Management UK LLP at reasonable hours and upon reasonable prior notice (except in emergency) to enter and view the Property for any proper purpose (including the checking of compliance) with the Holiday Guests obligations under this Agreement and during the last month of the Term the showing of the Property to prospective news tenants.
- Pay for all telephone calls and services made at or rendered to the Property during the Term



- Ensure that the number of occupants does not exceed the agreed number on the booking form
- Ensure that no pets are permitted within the property unless prior consent is given by Apple Property Management UK LLP
- Ensure that no smoking is permitted within the property at any point
- Ensure that candles are not permitted in the property at any time
- Ensure that the property when vacated is left in a reasonably tidy state.
- To warrant that the property is to be used for the purposes of a holiday, in accordance with Section 12 (2) and paragraph 8 of schedule 4 of the Housing (Scotland) Act 1988
- The holiday guests will arrive at the pre-arranged time, failure to do so could result in standing on a doorstep and delayed entry to the property
- If issued with keys prior to arrival, if keys are lost or forgotten there will be a £30 charge levied

11. GENERAL:

- Apple Property Management UK LLP hereby notifies the Holiday Guest that any notices (including notices in proceedings) should be served upon Apple Property Management UK LLP at the address stated with the name of the Apple Property Management UK LLP overleaf.
- In the event of damage to or destruction of the Property by any of the risks insured by the Landlord, the Holiday Guest shall be relieved from the payment of the Total holiday cost to the extent that the Holiday Guest's use and enjoyment of the Property is thereby prevented and from performance of his obligations as to the state and condition of the Property to the extent of and so long as there prevails such damage or destruction (except to the extent that the insurance is prejudiced by any act or default of the Holiday Guest).
- Where the context so admits:-
 - o The "Landlord" includes the persons for the time being the Owners of the Property.
 - o The "Holiday Guest" includes any persons permitted to derive title from the Holiday Guest.
 - o The property includes all of the Landlord's fixtures and fittings at or upon the Property.
 - o The "Term" shall mean the period stated in the particulars overleaf or any shorter or longer period in the event of an earlier termination or an extension or holding over respectively.
- All references to the singular shall include the plural and vice versa and any obligations or liabilities of more than one person shall be joint and several and an obligation on the part of a party shall include an obligation not to allow or permit the breach of that obligation.
- This Agreement will be governed by and construed in accordance with the Law of Scotland and the parties submit to the jurisdiction of the Scottish Courts.
- Apple Property Management UK LLP uses its best endeavours to ensure the accuracy of all information supplied and details of properties are given in good faith, no warranty is given as to



their accuracy and it does not accept responsibility or liability for any loss or damage resulting from information given or statements made whether verbally or in writing.

USE OF INFORMATION:

Information is collected lawfully and in accordance with the Data Protection Act 1998 and we will do our best to ensure that your details are accurate and kept up to date.

We (Apple Property Management UK LLP and its related group companies) will use your information to:

1/ Confirm, update and improve our customer records.

2/ Identify and market our products and services to you that we feel may be have interest.

If you would prefer not to receive any further information from Apple Property Management UK LLP other than information relating to your booking please tick this box.