**Confirmation Letter- Summer Rentals**

Thank you for booking your stay with us at *The Villa!* You have reserved the following dates: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.** Your total rental rate is: \_\_\_\_\_\_\_\_\_\_\_\_\_. (Not including state sales tax)

**Reservations:** A 50% deposit of \_\_\_\_\_\_\_\_ is due within 10 days from the receipt of this letter. Final payment plus state sales tax (6.875%) and a damage deposit check for \_\_\_\_\_\_\_ is due two weeks prior to arrival date. Early departures will be charged for the entire rental period. There is a $30 charge for NSF checks.

 **Make Checks Payable To:**

 Kevin and Marlys Day

 15410 Fremont Ave. S

 Burnsville, MN 55306

**Check-in/ Checkout:** Check-in is 4:00 p.m. and Check-out is by 10 a.m.

Upon receipt of your final payment, we will provide you with a garage door code to the Villa with instructions on entry and exit procedures. Inside the Villa will be a garage door opener and 2 keys.

**Extra Guest Charge:** The above rate is based upon accommodations for 6 people. No more than 6 people at the Villa at any time unless previously arranged. A maximum of 8 people are allowed (not including children 2 and under).

**Pets:**  We have a NO Pets policy.

**Smoking policy:** Strict No Smoking Policy inside the Villa or Garage.

**Towels:** Bring your own bath, hand, and beach towels.

**Parking:** A 2-stall garage is provided and no more than 3 cars in the driveway at any time. If you need additional parking accommodations please let us know prior to your arrival.

**Telephone:**  Please bring your cell phone for personal phone use. We provide a phone for local and/or emergency calls only.

**Cancellations:** Should you need to cancel your reservation, contact us as soon as possible. A $200.00 retention of down payment for all cancellations will be reserved for office costs.

**Description:** Our Villa is furnished with stove, refrigerator, microwave, dishwasher, pots & pans, dishes, silverware, toaster, coffee pot (with filters), Keurig coffee maker, griddle, hand mixer, crock-pot, gas grill, bedding, deck furniture, 3 bathrooms with showers, hair dryers, 2- TV’s, DVD/VCR player, ironing board & iron, deck of cards, Cribbage board, various board games, fish cleaning area, 2 car attached garage. Central air and beachfront access to lake!

The Villa has 2 main floor bedrooms. One has a queen bed; the other has 2 twin beds. The loft has one queen bed. The lower level has 3 twin beds.

**Entertainment:** We will provide you with details on the lake (e.g. maps + tips) as well as any events we are aware of when you arrive. We also provide information pertaining to local venues (golf courses, restaurants, etc.). If you are interested in anything specific, please ask and we will do our best to accommodate.

**Directions:** The Villa is located approx. 6 miles South of I-94. The address is 10089 218th Ave., Villa #10, Glenwood, MN 56334. Feel free to call us with any directional questions.

**Lease:**

Again, Thank You for staying at The Villa!
If you have any questions please call (952) 239-3556 or (952) 239-3557.

Kind Regards,

Kevin and Marlys Day