

By The Sea Resort Condominiums

ALL CHECK-INS MUST REPORT TO A B SEA SALES AND RENTALS, INC. OFFICE UPON ARRIVAL 8610 Seawall Blvd. Ste. 100 Galveston, TX 77554

**ARRIVALS LATER THAN 5:00 PM MUST CALL OFFICE BY 3:00PM FOR LATE CHECK-IN
INSTRUCTIONS THE DAY OF ARRIVAL**

**Office Hours – 10:00 A.M. TO 4:00 P.M. MONDAY TO THURSDAY
9:00 A.M. TO 5:00 A.M. FRIDAY TO SUNDAY**

WELCOME! We hope you enjoy your stay at By the Sea. To help ensure your visit is pleasurable and memorable, please take a few moments to read the following. Please feel free to call us with any questions not covered in this letter. Failure to abide by property rules will result in termination of rental agreement for non-compliance; no refund shall be due. Each unit is privately owned and furnished. DO NOT REMOVE ANYTHING from unit. Each unit is carefully inspected upon your departure with an itemized list. ANYTHING missing from the unit will be billed directly to the occupant; (this includes linens, silverware, glasses, décor, etc.). Please do not use towels in unit for beach towels (excessive cleaning will apply). ALL UNITS ARE NON-SMOKING. SMOKING ALLOWED ON BALCONIES ONLY. (\$200.00 smoking fee will apply.)

DIRECTIONS TO AB SEA RENTAL OFFICE:

: From I-45 South: -Exit 61st; Turn Right onto 61 St, follow 61 to Seawall Blvd, Turn Right onto Seawall Blvd, 8610 Seawall Blvd is located 1.68 Miles on the Right hand Side of the Street.

From the Bolivar Ferry: -Stay on Seawall Boulevard traveling 6.32 Miles and 8610 Seawall Blvd is located on the right side of the road.

CODE OF CONDUCT – Renters are to conduct themselves in a civil manner when dealing with employees and other guests. The following actions are expressly prohibited: (a) verbal abuse; (b) insults and derogatory name-calling; (c) cursing; (d) aggressive or threatening behavior; (e) hostile touching or physical contact; (f) sexual harassment; (g) posting correspondence on the doors of directors and officers; and (h) phone calls that are designed – by their tone, time, or frequency – to harass or intimidate. No person has the right to abuse another or the duty to tolerate abuse.

PATIOS AND BALCONIES - Patios and balconies are to be kept neat and clean at all times. Entryways are to be kept clear and unblocked. No towels, bathing suits, clothing, or any other items are to be draped from balcony area.

HALLWAYS – No item or object of any type, including floor mats, furniture, plants, and decorative items, may be stored, placed, or maintained anywhere on the General Common Elements, including hallways and stairwells. Items of personal property found on General Common Elements are deemed abandoned and may be disposed of.

FIRE AND SAFETY – No person may use, tamper with, pry open, or modify any fire or safety equipment on the Property, including alarms, extinguishers, monitors, and self-closing doors.

SIDEWALKS - Bicycles, skateboards, roller skates, roller blades, etc. are not allowed in the common areas, sidewalks or parking areas.

LANDSCAPING – No one shall harm, mutilate, alter, litter, uproot or remove any of the landscaping work on or within the General Common Elements, or place or affix any planters, statues, fountains, ornamental objects or artificial plants upon any portion of the General Common Elements. Digging, planting, pruning, and climbing in any landscaped areas are expressly prohibited.

BARBECUE - Charcoal barbecue may be used in common areas AWAY from the building and property structures.

POOL - Any guest under the age of 16 must be accompanied by an adult when using recreation facilities, fitness area, pool area, etc. POOL HOURS ARE FROM 9:00 A.M. TO 10:00 P.M. Proper swim attire must be worn at all times. Converted or cut-off street attire, or excessively skimpy swimwear is not considered "proper swim attire". No floats or beach balls are permitted. Running, rough play, wrestling, excessive splashing and loud behavior are prohibited in the pool area. No one under the age of 18 may use the spa at any time. No glass of any kind is permitted in pool or spa area at any time. (All persons using the pool or pool area do so at their own risk and sole responsibility. The property owners, management, or A B Sea Sales and Rentals, Inc. assume no responsibility for any accident or injury in connection with such use. All registered guests shall be responsible for the actions of their family members, the unit's occupants and all visitors).

QUIET HOURS – Quiet hours take place between 10:00 p.m. and 6 a.m., renters will refrain from activities with which are likely to disturb others on the premises.

PETS AND WILDLIFE – Pets are not allowed in facilities at any time. If the guest is found to have a pet, they will be asked to leave without a refund of their payment. Feeding of birds, squirrels, or any wildlife is prohibited on the Property.

CHECK-IN AND CHECKOUT - Check-in is after 3:00 p.m. or as soon as the unit is clean and available. Checkout is no later than 11:00 a.m. and is strictly enforced during peak and busy times. Early check-in or late check-out (seasonal) may be inquired about through the rental agent. Balances due must be paid upon check-in. NO PERSONAL CHECKS ACCEPTED. Major credit cards are accepted (No Discover card.)

LATE ARRIVALS - Call the office on your day of arrival for instructions if arriving after 5:00 p.m. Early departures (before 9:00 a.m.) please call for instructions.

KEYS - All keys must be returned to the office on departure. Charges will apply for lost keys. Keys/bands - \$30.00 each if lost or not returned.

PLEASE CHECK YOUR UNIT UPON ARRIVAL - Report any discrepancy or problem with A/C, phone, TV, etc. to the office as soon as the problem is realized. Refunds or discounts will not be made due to maintenance related problems. We will make every effort to correct the problem as soon as possible, or move you to another unit, if possible. Any maintenance related problems, dissatisfaction with the unit, view, etc. will be handled during business hours. Guest must follow guidelines set forth for the maximum number of occupants per unit. Severe penalties will apply for exceeding the maximum occupancy per unit. Additional towels or maid service is available for an additional fee. Trash bags, toiletry items, soaps, etc. are not replenished. Any additional service requested must be made to A B Sea Sales and Rentals, Inc. before 11:00 a.m.

CANCELLATION/MODIFICATION POLICY AND REFUNDS: A \$75.00 cancellation charge will apply to ALL CANCELLATIONS. Refunds minus fee will be given if cancelled by 12:00 (noon) 2 weeks prior to arrival date. If cancelled or modified after these deadlines the entire amount paid is forfeited. All Special Event/Holiday reservations also require the balance to be paid by 12:00 (noon) Two (2) Weeks prior to date of arrival.

Failure to keep a reservation (No Show) will be charged the entire payment with remaining days cancelled. Refunds are not given for early departure due to weather, being asked to leave for failure to comply with the rules and regulations, illness, emergencies, or change of plans. Additional travel insurance is highly recommended to insure your assets and travel plans. Information is available through our office. A one-time suite modification can be made at no charge if completed two weeks prior to your arrival date.

PERSON RESERVING UNIT MUST BE 21 YEARS OF AGE OR OLDER AND OCCUPY THE UNIT.

CURFEW - The City of Galveston has a curfew law. We kindly ask that guests follow these guidelines: Guests under 16 must be in-doors by nightfall unless accompanied by a parent or legal guardian. Also, an individual under the age of 13 is not to be left unsupervised in a unit.

AIR CONDITIONING - Please be considerate and do not run A/C or heater with doors and/or windows open.

LOCKOUT FEES - Guests may come to the rental office during normal business hours to pick up a key for their unit. After business hours, there is a \$50.00 cash charge to have an additional key provided from the rental office.

ADDITIONAL INFO - Please check feet/shoes for tar before entering condo. Charges will apply for carpet cleaning/spot cleaning for any negligence during occupancy. Please remove all trash to designated areas to avoid additional charges. At no time shall trash be set by front door, or anywhere else on property. No loud music, television, instruments, or loud voices permitted. Noisy, disorderly, offensive, annoying, or any conduct disturbing other guests will not be tolerated. No house parties or underage drinking will be tolerated; any violators will be subject to immediate removal with no refund. No glass containers are allowed in areas other than room. Laundry facilities are a convenience for the guests, and must be left clean after each use. Upon departure, any excessive cleaning or damages to the unit will result in charges. Damage to furnishings, appliances, plumbing, etc. caused during a guest's occupancy will be billed directly to the guest. By The Sea property office personnel cannot help with any rental unit issues. Please be courteous to other guests.

ANY TRASH LEFT IN FRONT OF THE UNIT WILL RESULT IN A \$50.00 FINE TO THE OCCUPANT! - Please bag all of your trash on checkout and take it to the dumpster.

TELEPHONE NUMBERS

AB Sea Sales and Rentals, Inc. Office	409-740-1245 (Business hours 10:00 a.m. – 5:00 p.m.)
After hours emergencies only	409-770-3284 (Weekend on-call phone – after 5:00 p.m.)
	409-771-9525 (Emergencies or lock-outs only)
Unit telephone number	See confirmation
Police emergencies only	911

**By THE Sea PROPERTY office personnel cannot help with any rental unit issues.
Contact A B Sea Sales & Rentals office only.**

These guidelines have been established and set in place to help ensure that everyone's visit is a pleasurable and memorable one, and will be strictly enforced. Thank you, we hope you enjoy your visit and join us again!

Book online at www.bookgalveston.com
OR
409-740-1245