

## **MAISON BAHAR SUITES ACCOMMODATION AGREEMENT**

This agreement is signed on the date of ....., between **MAISON BAHAR SUITES** (hereinafter referred to as “MBS”) domiciled at Camikebir Mahallesi Sakarya sokak No:25, 09400 Kuşadası, Türkiye and .....(including all accompanying family members and acquaintances) domiciled at ..... (hereinafter referred to as “Guest”) to state the rights and liabilities of the Parties and conditions and services mentioned below.  
MBS and Guest shall be termed as “Party” when mentioned solely and as “Parties” when mentioned together.

### **Accommodation Details**

Guest Name :

Check-in Date :

Check-Out Date :

Apartment/Studio :

Duration :

Accommodation Fee : EUR \_\_\_\_\_.-

Security Deposit : EUR 1000.-

Credit Card Guarantee

Invoice details :

Account Details :

Bank:

Beneficiary:

This Accommodation Agreement (hereinafter referred to as Agreement) is signed between the Parties to set forth the rights and obligations of the Parties in relation with the long term accommodation of the Guest at the suites of MBS.

# **TERMS AND CONDITIONS**

## **1. Guest's Obligations**

1.1. The Guest shall use the above mentioned suite only for personal use, and not for any professional purposes, or as a business unit or office.

1.2. The Guest shall ensure that the inventory at the suite shall be kept in good state. The Guest shall act in due diligence while using the suite, furnishing, electrical appliances and the entire inventory. The Guest shall refrain from making any alterations or additions to the inventory.

1.3. In case of a break-down or damage at the suite and/or inventory, the Guest shall inform MBS Property Manager immediately.

1.4. The Guest agrees to commit no act that could disturb the tranquility of the other residents of the building and comply with the building regulations. The Guest shall be responsible of the loss of the third parties resulting from Guest's any unruly behavior.

1.5. The Guest shall not keep and feed any kind of pet in the suite.

1.6. The Guest shall not smoke and take any narcotic drugs in the suite.

1.7. Without the written permission of MBS, the Guest shall not give the use of the accommodation or part of it to third parties.

1.8. The Guest shall inform MBS Property Manager immediately in case of any happening in the suite that may cause any judicial and/or administrative investigation.

1.9. The Guest shall be responsible for any defacement to the suite during his / her stay. The Guest shall exercise reasonable caution to prevent the occurrence of theft, including closing all doors and windows during the times that he / she is not inside the suite. In case of theft because of the Guest's own intention or neglectfulness, the Guest agrees to be responsible (either personally or through Guest's insurer) for stolen/damaged items and furnishings belonging to MBS that are not included in MBS's insurance policy.

An insurance policy should be made by the Guest, for his/her valuable personal belongings. MBS shall not be held responsible for any reason.

## **2. Maison Bahar Suites' Obligations**

- 2.1. MBS shall deliver the suite to the Guest in good and safe condition.
- 2.2. In case of break-down or damage at the suite and/or the inventory, MBS shall exercise maximum effort to have the break-down repaired as soon as possible as of the notification of the Guest mentioned at clause 1.3 of this Agreement.
- 2.3. MBS shall undertake no responsibility in case of loss, damage, or theft to Guest's personal property and belongings.
- 2.4. MBS shall take all necessary cautions to keep the suite safe and secure.

## **3. Booking**

- 3.1. The Guest shall inform MBS about the day and time of the arrival in advance in written form or by e-mail.
- 3.2 For booking the Guest shall pay the necessary deposit amount equaling 25% of the first month's rent. The deposit amount shall be calculated and the Guest shall be informed.in writing.
- 3.3. Reservation shall be complete after the confirmation of MBS following the receipt of the deposit.

Reservation: Reservations can be made for stays from one week to 6 months. 25% of the rental fee for the first month shall be paid to guarantee the reservation. The rest of the rental fee for the first month shall be paid 7 days prior to arrival in order to confirm the booking.

Confirmed Booking: Confirmed booking shall be made upon full payment of the first month's rental fee. For stays longer than a month, full payment for the proceeding month shall be made minimum 7 days prior to the end of the month to guarantee the extended period following the first month of stay.

## **4. Payment**

The accommodation fee shall be totally paid by Bank Transfer or by credit card before confirmed booking. If Turkish Lira used as payment currency, the daily selling rates of the Turkish Central Bank shall be applied for the conversion.

4.1.1 Payment by Mail Oder/Credit Card.

Visa, Euro/MasterCard, are accepted as credit cards.

4.1.2 Payment by Bank Transfer

Bank:

Branch:

Beneficiary:

4.1.3 The booking shall be confirmed immediately by MBS following the payment by credit card/transfer.

4.1.4 Up to one month, booking shall be confirmed after full payment in advance and consecutive months shall be confirmed with full payment at least 7 days in advance, subject to availability.

## **5. Arrival and Departure**

5.1. MBS shall provide a representative at the suite on arrival time.

5.2. MBS shall exercise maximum effort for early check-in for the arrivals before 14:00 p.m. subject to availability.

5.3. The Guest agrees to sign the list of inventory of the suite at check-in and to leave the suite in the same condition as when he/she entered the suite.

5.4. The check-out time is noon. Departure from MBS shall be made after the check-out procedure is performed by the Property manager and the entire account balance is paid.

5.5. MBS shall not be obliged to allocate the same suite and/or apply the same tariff when the duration of accommodation is lengthened. The tariff for the shorter accommodations shall come into force if the duration is shortened.

5.6. At the end of accommodation duration, the Guest shall leave all furniture and equipment clean and sturdy and take all personal belongings.

## **6. Security Deposit:**

6.1. The Guest agrees to pay EUR 1000 as security deposit at the time of the Confirmed Booking to MBS's bank; alternatively MBS may take credit card guarantee.

6.2. The Security Deposit given by the Guest shall guarantee the payment for any damage caused by the Guest to any appliances, furniture, upholstery, kitchen utensils, linens, towels, etc. and covers other items consumed in the apartment such as but not limited to telecommunication expenses.

6.3. The Security Deposit shall be returned to the Guest within two business days as of check-out when inventory has been done and MBS agrees that no damage has occurred and no items are missing. The costs of all repair work to the inventory which is the consequence of incorrect use, carelessness, uncleanness or rough treatment by the Guest shall be deducted from deposit. In case the Guest causes any damage at the suite with his/her fault, the cost of the damage and the loss shall be indemnified from the Deposit.

## **7. Termination**

7.1. This Agreement shall be terminated automatically at the end of the accommodation duration.

7.2. If the Guest terminates the agreement before the agreed check-out date for any reason, the accommodation fee shall be recalculated by MBS (according to the rates as per Price Table) and the remaining amount shall be paid back to the Guest within 3 business days.

## **8. Cancellation and Amendments**

8.1 . All cancellations or amendments or alterations shall be made in written form by email.

8.2. Deadline: Cancellations or Amendments shall only be made minimum 7 days prior to the check-in date.

8.3. Any reservation cancelled prior to the stated deadline are subject to 50% penalty charge in addition to EUR 50 processing fee. This amount shall be deducted from the refund issued within 24 hours and the confirmation shall be forwarded to the Guest via fax or e-mail. All refunds shall also incur a 5% (of the total amount originally paid) credit card handling fee charge.

8.4. Any reservation amended (amendments including modifying the arrival date and adding or reducing the number of apartments or number of weeks of stay)

prior to the stated deadline shall incur only EUR 50 processing fee. This amount shall be deducted from any refund issued or added to any extra charge made the same day of the amendment and the confirmation of the amendment shall be forwarded to the Guest. All refunds shall also incur 5% (of the total amount originally paid) credit card handling fee charge. Although the length of stay can be extended, there shall be no obligation of MBS to allocate the same apartment or to apply the same rate. If the duration of the reserved stay is to be shortened, then the applicable tariff for that shorter duration subject to 50% penalty charge all come into force.

8.5. Had there been a change at the rates for a shortened or lengthened stay, the new rates shall be applied at the condition of new agreement.

8.6. Any reservations of up to one month bookings, cancelled less than 7 days prior to check-in date shall not be refunded.

8.7. Guest shall be responsible for contacting MBS directly for any amendment or cancellation and as advised above, any change or cancellation shall only be processed when a written request is received. Any request to cancel or amend a reservation shall not be considered complete until the confirmation of MBS. If the confirmation is not delivered to the Guest, the Guest shall contact MBS within 1 working day of the initial written request if made during normal business days.

8.8. After arrival any modification to the length of stay shall be subject to the advertised cancellation policy if the length of stay is being reduced.

8.9. Cancellations (as well as late cancellations) and amendments can be requested via email as follows:

[Email: maisonbahar@gmail.com](mailto:maisonbahar@gmail.com)

## **9. Services**

MBS shall provide the Guest the following services:

- Housekeeping services available every 2 weeks (free of charge)
- Daily cleaning services available upon request. (Optional; EUR20 service fee)
- Wireless internet Access (free of charge)

Power consumption is 3 EURO per day.

**10. Miscellaneous**

10.1. MBS shall accept no liability whatsoever in respect of any alteration, cancellation, loss or damage caused by political unrest, war, riots, civil strife, industrial disputes, strikes, Governments, natural or nuclear disaster, fire, storms, floods, epidemics, quarantines, medical or customs regulations, technical or administrative problems with transport, closure of airports, or any other occurrences amounting to “force majeure” and / or acts of God.

10.2. The addresses of the Parties mentioned above are accepted to be communication addresses of both. Had there been a change at the addresses, the Parties shall inform the other Party within 3 working days about the change.

10.3. This Agreement, which includes all the attachments, constitutes the entire agreement between MBS and Guest.

10.4. This agreement has been read, accepted and signed by both Parties and the Turkish courts and execution offices in Kuşadası are authorized in case of dispute.

Maison Bahar Suites

Guest

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