

# Tucson Realty & Trust Co. Management Services, LLC

4803 E. 5<sup>th</sup> St. Suite 103, Tucson, Arizona 85711  
520-327-0009 - Fax 520-321-7470

## CONFIRMATION & RENTAL AGREEMENT

Thank you for choosing Tucson Realty & Trust Co. Management Services, LLC for your Arizona vacation. Great attention has been given to every detail in our condominiums, townhomes, and houses to ensure your utmost comfort during your stay in "The Old Pueblo". If you require any information about your accommodations, or the Tucson and Oro Valley area, please contact our office for assistance. To ensure a proper and timely check-in, please contact our office at least 1 week prior to your arrival; we will need to know your approximate arrival time. **Sixty (60) days prior to arrival, all remaining charges for lodging will be applied to the original credit card unless an alternate form of payment is received prior to this date. If additional credit cards are to be used split costs, all credit card numbers must also be given to a Tucson Realty Agent prior to this date.**

Name \_\_\_\_\_ Date: \_\_\_\_\_  
Address \_\_\_\_\_  
Address \_\_\_\_\_  
Phone (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ Dates of Stay: \_\_\_\_\_ through \_\_\_\_\_

Address of Property: \_\_\_\_\_

Unit #: _____	Rental Fee: \$ _____
Home Type: _____	Courtesy Fee: \$(w/credit card use)
Home Phone #: _____	Cleaning Charge: \$ TBD
Lock Box: TBA	Background check \$45.00
Parking: _____	Security Deposit: \$ _____
State Lodging Tax: _____	Balance Due: \$ _____
Check-In After _____ I	Check-Out Before _____

Unauthorized late checkouts or early check-ins will be charged no less than a full days rent.

Accommodations Reservation Policy: Balance Due 2 Months Prior to Day Of Arrival.

- Pets under 25lbs are permitted, in some units, with a \$200.00 deposit. Deposit is fully refundable, less any damages, based on the full discretion of TRT Management.
- All homes are non-smoking units. Smoking is allowed on patio areas only. If cigarette smoke is detected, you will be liable for all charges necessary to remove these odors.
- Recreation vehicles are not allowed at any of the properties or houses.
- On monthly rentals, your complimentary utilities are capped at \$200.00 per month. If the cost of utilities are higher then \$200.00 per month, the overage will be charged to the credit card listed below.
- Home Owner is a licensed Real Estate Agent in the State of Arizona

### All Cancellations Are Subject To a \$250.00 Processing Fee.

Cancellation of Rental Property 60 + Days Prior To Arrival: Deposit refunded less \$250 fee.

Cancellation of Rental Property 0-59 Days Prior To Arrival: Rent and deposit paid are not refundable.

I agree to adhere to all policies, procedures, and charges of Tucson Realty & Trust Co. Management Services, L.L.C., the community at the address listed above, the laws relating to the Arizona Landlord Tenant Act, as well as any city or state laws that apply. I further agree that the property and its contents will be left in a condition acceptable to Tucson Realty & Trust Co. Management Services, L.L.C.. Guest on or before departure or Inspection of property will pay for any damaged or missing property in full. Guest will be supplied with two unit keys. If applies, guest will be given a pool key, gate code, and garage door opener. There will be a \$50 charge for a lost key, lost gate card, any missing lock boxes, or garage door openers. If elected by Tucson Realty & Trust Co. Management Services, L.L.C., we may collect fees for any of the items listed above with the following credit card:

Card # \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Exp. \_\_\_\_\_ Sec. Code \_\_\_\_\_  
Approved by Tucson Realty & Trust Co. Management Services, LLC \_\_\_\_\_

**RENTAL AGREEMENT MUST BE SIGNED AND RETURNED BY MAIL OF FAX WITHIN 24HRS**