

## SEASPRAY POLICIES AND CONDITIONS

- **OFFICE HOURS** are Monday through Saturday 8:00 am until 5:00 pm, and 10:00 am until 4:00 pm on Sundays. We are closed Sundays from November 1 until April 1. Check-in time is after 3:00 pm. Check-ins later than 5:00 PM must be prearranged. You may incur a fee for after-hour calls that have not been prearranged. Check out time is before 10:00 am. Late checkouts are not possible if the unit is reserved on your departure date. A late check-out may be arranged one day before check-out for \$10.00 per hour up to noon, after which a full day's rent is required. **Should you need condominium related emergency after-hour assistance, Seaspray staff phone numbers are posted on the office door. Please be careful of your unit key card after hours. You will incur a \$25 fee for a lockout if a staff member needs to come to the property to assist you.** If you will be checking out before 8:00 AM, please drop the key cards to your unit in the mail slot at the bottom of the front office door.
- **RESERVATIONS – Daily/Weekly** - A \$300 deposit is due upon booking your reservation. Seaspray accepts MasterCard, Visa, American Express, and Discover. **The Remaining Balance of Rent is Due 30 Days Prior To Arrival and is Automatically Charged To The Card We Have On File.**
- For **Winter Guest/Monthly Rentals, 1<sup>st</sup> month's payment and cancellation is required 30 days before arrival.** Subsequent payments are due one month prior. We require a \$300 damage deposit in addition to the monthly rent. The damage deposit will be returned after the unit has been cleaned and inspected.
- If you arrive after office hours, please check-in with the office the next day before noon.
- **No refunds are given for early departures.**
- **We do not guarantee specific units however; we make every effort to accommodate your request.**
- **Please report any damages** you observe to the front office within one hour of your arrival.
- **Things to bring for your condominium stay: Liquid dish detergent, dishwasher detergent, large kitchen garbage bags, toilet paper, paper towels, coffee and coffee filters (basket-style), ice chest and beach towels/beach blankets.** An initial supply of the following items will be available upon your arrival: dishwasher detergent, trash bags, paper towels, and toilet paper.
- **Attention Pet Owners: Please declare your pet at check-in.** A limited number of our Seaspray owners allow pets up to **30 lbs.** Undeclared pets will be grounds for immediate eviction and forfeiture of all monies held by Seaspray. Limit of 2 pets per unit. The pet fee is \$25.00 (plus tax) per night, per pet. (Winter/Monthly guest \$100 (plus tax) per pet, per stay) Pets are not allowed in our grassy courtyard and Okaloosa County law prohibits pets on the beach. The pet relief areas are at the northern part of the complex and we request that you please be considerate and pick up after your pet.
- To maintain our "family-oriented" atmosphere, no units will be rented to vacationing young adults (under 25). The only exception to this policy is vacationing married couples.
- **CANCELLATIONS** must be received 30 days prior to your arrival date. All reservations not canceled 30 days prior to your arrival date will result in the forfeiture of your rent. Daily/weekly cancellations will incur a \$100 fee and monthly winter guest reservations will incur a \$25 cancellation fee. For daily/weekly guests, changing the reservation in any way within the cancellation period may result in an additional fee of \$100 (plus tax). For monthly guests, changing the reservation in any way within the cancellation period may result in an additional fee of \$250 (plus tax).
- **HOUSEKEEPING** provides a daily towel exchange (except for Monthly Stays) from 9:00 am until 3:00 pm. Please do not remove bath towels from the condo, except for linen exchange at housekeeping. Special towels are available at housekeeping for removing make-up or cleaning. **For our Monthly Guest,** an initial supply of Seaspray Linens is provided at no charge. You may wash the linens in the coin laundry room or you may exchange them at the housekeeping department for a fee of \$10.00 (plus tax) per exchange.
- Ice, laundry detergent & t-shirts are sold at the front office.
- Dumpsters & Recycle Bins are located on both the east and west side of the property. Seaspray offers FREE BEACH SERVICE to our Daily/Weekly Guests from March 1<sup>st</sup> thru October 31<sup>st</sup>. One umbrella and two chairs every day of your stay. Additional setups may be purchased from the beach attendant. No glass is allowed on the beach. Please use the trash containers provided. **No pets are allowed on the beach.** County fines can be up to \$500. Okaloosa County ordinance *Section 16-43* **does not allow for tents or tent stakes** to be left on the beach overnight. Please remove your tents and tent stakes at the end of your beach day or they will be taken down and discarded by the county. **Caution: A Red flag means it is unsafe to swim in the Gulf.**
- For **Athletic Club** Facilities, an access code is given at check-in. Children under sixteen (16) years of age are not permitted in the club at any time unless accompanied by a parent. Use at your own risk.
- A **coin laundry** is located near the back of the office. Quarters are available at the front desk.
- **Gas grills** are available for rent from the front office. Grilling or cooking is prohibited on balconies and patios. (State Fire Code) A picnic area with gas grills is located behind the pool area.
- Shuffleboard, horseshoes, volleyball, and croquet equipment can be signed out at the front office. For our guest safety, no skateboards, rollerblades, or scooters are allowed on the property. **Seaspray accepts no liability for any accidents that occur because of these activities.**
- The **Clubhouse** can be reserved for the *personal use* of Seaspray owners and its' guest. *Personal use* is limited to parties, dinners, reunions, club meetings, and other such activities by Seaspray guests and owners, only. There is a charge of \$225 per day. Group rates for the daily use of the clubhouse are available for groups renting five or more units. (Five or more units / three-night minimum / \$100 per day for two days; 10 or more units / three-night minimum / \$100 per day for four days). The **clubhouse** can be reserved for *commercial use* by Seaspray guest and owners on a case by case basis as approved through management with payment due 30 days prior to rental of the clubhouse. The seating capacity is sixty. **THERE IS A \$100 REFUNDABLE CLEANING DEPOSIT.**
- **Pool hours are 9:00 am to Dusk.** Air mattresses or floats are not allowed in the pool and tents are not allowed to be used in the pool area. Glass containers of any type are not allowed in the pool area & state law requires no food or drink within 5 feet of the pool. Pool furniture must be left in the pool area.
- **Parking permits will be provided upon check-in. One reserved parking space per unit is guaranteed. A second vehicle may be parked along the fence IF space allows. SEASPRAY PARKING SPACE DOES NOT ALLOW FOR BOATS, RVs, OR CAMPERS TO BE PARKED ON THE PROPERTY. Violations of this rule may incur a fee of \$150 per day.** A list of local boat docks and dry storage is available at the front desk upon request. Small trailers (transporting things such as wave runners, motorcycles, canoes, kayaks) may be parked along the fence, providing that they do not extend beyond one parking space. Vehicles not displaying a parking permit will be towed away at the owner's expense.
- **Abusive behavior, language, or destruction of Seaspray property will be construed as grounds for eviction and forfeiture of all monies held by Seaspray.** Blocking hallways or stairwells with coolers, beach equipment or other items is prohibited by the Fire Marshall.
- **CONDUCT that is strictly prohibited:** Possession or use of unlawful drugs; visible intoxication; lewd and/or lascivious conduct; theft; fighting or quarreling with others; use of Seaspray premises for immoral, illicit, or illegal activity; conduct or use of language which disturbs the peace or comfort of others; renting under false identification; exceeding maximum occupancy limit of occupied unit & acts which injure the reputation, dignity, or standing of Seaspray Condominium Association, Inc.
- **There is a \$150 (minimum) charge for smoking in any of our condos.**
- **Removal of the furniture from the balconies and patios or furniture from the units is prohibited. Please do not hang towels, swimming suits, clothing, etc. over the balconies, patio walls, railings, or stairs.** Please do not leave floats plastic beach items on the grass in the courtyard. The heat from the sun will quickly burn the grass beneath.
- **DEPARTURES:** Please leave the unit reasonably clean by taking out the garbage (dumpsters are located in the parking lot along the fence) and loading and starting the dishwasher. Food should not be left in the refrigerator or in the unit. **Please turn in the room key card(s) to the front desk.**

**Policies, rates & fees are subject to change.**