



# Property Rental Booking Form

Please complete this form if you would like to make a booking. Please scan and email, post or fax it to us. Our contact details listed at the end of this form.

Before returning the Booking Form or making an enquiry, please ensure you have read our Booking Conditions.

**PLEASE DO NOT SEND YOUR DEPOSIT PAYMENT UNTIL YOU HAVE RECEIVED NOTIFICATION, FROM US, THAT THE PROPERTY YOU HAVE SELECTED IS AVAILABLE.**

Please feel free to telephone us if you have any questions. We have native Spanish and English Speakers in our office.

**Property Reference:** \_\_\_\_\_

**Booking Dates:**

<b>From</b>	Day:	<b>To</b>	Day:
	Month:		Month:
	Year:		Year:

*Please check the start date of your booking carefully. The majority of properties are Saturday to Saturday only, during the high season.*

**Party Details:** *(continue on a separate sheet if necessary)*

	Title	Initials	Surname	Age If under 18
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				



**Party Leader Details:**

Name:	Address:
Tel:	
Mobile:	Post Code:
Email:	Country:

**Additional Services:** *(Please tick your requirements – pricing on request)*

Welcome Hamper	<input type="checkbox"/>	Taxi/Limo Transfer	<input type="checkbox"/>
Cot	<input type="checkbox"/>	Additional Weekly Cleaning	<input type="checkbox"/>
High Chair	<input type="checkbox"/>	Maid Service	<input type="checkbox"/>
Late Check-In	<input type="checkbox"/>	2 <sup>nd</sup> and Subsequent weekly Linen Change	<input type="checkbox"/>
Additional Beds	<input type="checkbox"/>		<input type="checkbox"/>

*Please check if these services are available with your villa – not all accommodations offer additional services.*

**Security Deposit, Balance Payment and Additional Services**

*Please see conditions at the end of this form for explanations*

**Property Rental Cost for the duration of your stay** \_\_\_\_\_

**Refundable Security Deposit**  
*(See property details for the rate)* \_\_\_\_\_

**50% of Property Rental Deposit to pay (1<sup>st</sup> payment):** \_\_\_\_\_

**Balance to pay 8 weeks before arrival (2<sup>nd</sup> payment):** \_\_\_\_\_

**Signed by Party Leader:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Our Contact Details:**

Navas Rentals Coveta Fuma  
Coveta Fuma, Plaza Don Carlos 1  
03560 El Campello, Alicante Spain

Tel: 0034 965 638602

Fax: 0034 965 638602

Email: [rentals@inmonavas.com](mailto:rentals@inmonavas.com)

Web: [www.navasrentalscovetafuma.co.uk](http://www.navasrentalscovetafuma.co.uk)

**Payment Options:**

<b>Telegraphic Transfer to our bank:</b>	<b>Bank Name:</b> Bancaja <b>Swift/BIC Number:</b> CVALESVVXXX <b>IBAN Number:</b> ES93 2077 0310 6816 0108 7941  <b>PLEASE QUOTE THE PROPERTY REFERENCE NUMBER</b>
<b>Credit/Debit Card via Pay Pal</b>	<i>This service is not yet available</i>
<b>Send a Bank Cheque</b>	<i>I am sorry but we do not accept bank cheques</i>

**Late Bookings**

Late bookings are those made within 8 weeks or less of your arrival date. For all late bookings we must receive a completed and signed Booking Form together with your payment in full, within 3 days of your order by telephone, fax or email.

**Security Deposit**

All properties are subject to a security deposit which must be paid, in full, 8 weeks before your arrival. Deposits vary, so please check the property information for clarification.

**Payment of the Balance**

Payment in full is due 8 weeks prior to your booking date. The Party Leader must notify us of any additions or alterations to the Booking Form, in writing if changes need to be made. Payment for any additional services should be made, in cash, upon your arrival.

**Currency**

All currencies are quoted and must be paid in Euros

**Additional Services**

Please see the Booking Form for a list of additional services available. If you wish for an additional service, not listed, please let us know. If you wish to cancel or amend any of the additional services that you have booked, please do so at least 15 days before the first day of your rental by telephone, fax or by email. Failure to do so will result in cancellation / amendment charges being applied.

**Check-in / Check-out**

A representative will meet you at the property or our office on your arrival. Check-in is between 15:00hrs and 19:00hrs. For arrivals after 19:00hrs you will be charged an extra 20 Euros per hour, for every hour the representative has to wait for you. If you are unable to arrive between these times, you must let us know as soon as possible. We are unable to guarantee you access if your arrival time is after 22:30hrs.

You must vacate the property by 11:00hrs on the date of your departure. Our representative will meet you at the property between 09:00 and 11:00. Your security deposit will be returned, less any additional deductions incurred, at the time of your departure.