



**Transfer of an Interval Use Time Reservation**

**Your Name:** \_\_\_\_\_

**Your Owner Number:** \_\_\_\_\_

**Reservation Number:** \_\_\_\_\_

**Dates of Reservations:** \_\_\_\_\_

**Please transfer the guest name for this interval to:**

**Guest Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_

**Number of Guests (including infants & children):** \_\_\_\_\_

**I acknowledge that I have informed my guests about the Rules and Regulations of Laguna Surf, including:**

Check-In Time is 4:30 pm and Check-Out time is 10:00 am with a late fee of \$100.

Identification and a major credit card must be presented upon check-in.

Maximum overnight occupancy of four persons, including children and infants, is strictly enforced. No pets are allowed. Quiet Time is observed from 10 pm to 8 am.

Guests are responsible for any loss or damage (other than normal wear and tear) caused to the unit and its furnishings. An inventory listing the furnishings/supplies will be in the unit upon check-in. Guests need to report any damage and/or discrepancy between the posted inventory and the furnishings and items in the unit within 24 hours. An additional parking space (subject to availability) is \$15.00 per night.

**I accept that as the Owner(s) I/we are responsible for damages caused by guests if the guest's credit card, submitted at check-in, is unable to cover damage expenses.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date