

Receipt for **El Status Studio** rental

Guest(s) - main contact:

First name:

Last name:

Address:

Country:

Company:

Website (private/company):

Phone number(s):

Phone in Puerto Rico:

E-mail address:

Identification: ID card Passport Other: _____

Specify country and date of issue or take copy of identification.

Arrival date (mm/dd/yy): ___/___/___

Meeting time in front of Studio: ___:___ a.m. p.m.

Departure date (mm/dd/yy): ___/___/___

Estimated dept. time: ___:___ a.m. p.m.

Number of adults: _____

Number of guests under 12 yrs.: _____

Number of keys received: _____

Advanced payment: USD _____

Rest/cash rental paid upon arrival: USD _____

Note that this does not include the use of the phone, damages, removal, loss or consumption of goods found in the apartment. But it does include the cleaning, the use of internet, fresh linen, use of beach and bath towels and coffee as well as taxes. Have a pleasant stay!

Place, date, time: San Juan, ___/___/___, ___:___:___ .m.

I have received the money, instructed the guest and have handed out the key(s).

Renter's/representative's signature: X _____

I confirm the above and have received the check list with further information (see following page).

Guest's signature: X _____

**El Status Studio, www.el-status.com/studio, studio@el-status.com, tel. 787-721 71 56
Ave. Muñoz Rivera 302, Apt. 3, Puerta de Tierra, San Juan, Puerto Rico 00901**

El Status Studio rental

guest = you

renter/representative =

studio owner Mrs. Lisa Ladner in Switzerland, studio@el-status.com,
phone 011-41-44-772 39 10 (Puerto Rican time plus + 5 or 6 hours)
or Puerto Rico based family member or neighbour
(names and phone numbers as individually communicated)

- inquire and book via studio@el-status.com
- agree on dates and prices before getting to the studio
- arrange meeting time with renter
- meet renter in front of building (on the sidewalk); as the door bell doesn't work: yell or call cell phone number of the renter/representative!
- pls. call/write renter in any case of changes or questions
- renter will explain use of keys, studio etc.
- renter will ask for cash payment upfront and will give you a receipt (last minute bookings) or for advanced payment of \$ 100 plus rest payment cash upon arrival (early bookings)
- renter will hand out 1 set of keys (1 guest) or 2 sets of keys (2 or more guests); additional keys only if previously agreed on
- in case of damages, key loss etc. call renter immediately
- when you leave: check, if front gate is open, only then drop key(s) into mailbox # 3

Good to know:

- to open front gate from street: pull gate, turn key counter clockwise, then push gate open
- when leaving the studio ALWAYS close all doors and windows
- when inside the studio keep apartment gate closed and windows that can be accessed from the stairways tilted or closed; close door at night
- balcony door: to open turn handle slowly counter clockwise from 12 to 6 o'clock position, then shift door open / to close turn handle first into 9 o'clock position, then shift to close door, use your foot to push bottom part into the correct position, then slowly turn handle clockwise from 9 to 12 o'clock position. Don't use force! If it doesn't close correctly, open again and try again. If you can't handle it, let it be and let renter take care of it.
- do NOT park car on the sidewalk (tickets go up to \$ 100); car can be parked on streets left/right/below the condominium
- don't leave valuables in car (high rate of burglary)
- in case you need fresh linen, towels, also beach towels: check storage room
- if you need washer/tumbler, ask renter upfront for instructions
- pls. cover the living room futons always with a clean sheet or towel, then you can also put your legs up!
- in case you want to use the internet connection (free of charge), let renter turn the modem on for you
- in case you want to use the phone (not free of charge) you must leave some money at end of stay; the studio phone number is 787-721 71 56
- you may use up drinking water, food, coffee, but pls. either leave some money at end of stay or restock before leaving
- if you break or loose something small, pls. leave a note and some money; if you break something big, pls. inform renter immediately
- at end of stay: pls. put dirty laundry into basket and rudimentarily clean up after yourself (so it doesn't start to stink!)
- in case of an emergency: call police or neighbours - the numbers can be found on the wall at the desk! The gasoline station Shell is open 24 hours and you'll often find police officers having coffee there.

We hope you enjoy your stay at El Status Studio - Your Home away from Home!

If so: recommend us further and come again, check www.el-status.com/studio for availability and prices.

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