



**ENGLEWOOD  
LIGHTHOUSE  
RESORT**

c/o 780 South McCall Road  
Englewood, Florida 34223  
(941) 270-1254

**Reservation Confirmation Form**

This form is used to pay a deposit and confirm a reservation at Englewood Lighthouse Resort. Please be sure to review this form, fill out the required fields, and then sign it. The information on this form is the agreed upon dates, units and prices. *Please review for accuracy!*

Name: \_\_\_\_\_

Permanent Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Pct? Y / N (circle one)

Cottage Number: \_\_\_\_\_ Number of Persons Staying: \_\_\_\_\_ (additional charges may apply)

Rent Quoted: \$ \_\_\_\_\_ Rental Deposit (15% of Rent) - \$ \_\_\_\_\_

Deposit Payment by (check one):

- Cash (in-person)     Check     Money Order     Credit Card (VISA, MC, Amex, Discover)

Credit Card Info: Number: \_\_\_\_\_ Exp: \_\_\_\_\_ CV code: \_\_\_\_\_

Check-in Date (after 3 p.m.): \_\_\_\_\_ Approximate Check-in Time: \_\_\_\_\_

Check-out Date (before 10 a.m.): \_\_\_\_\_ Approximate Check-out Time: \_\_\_\_\_

**BALANCE PAYMENT OPTIONS- Choose One:**

**BALANCES ON STAYS OF ONE MONTH OR MORE CANNOT BE PAID WITH A CREDIT CARD AND MUST BE PAID IN FULL PRIOR TO 45 DAYS BEFORE CHECK-IN.**

- Check or Money Orders:

Seasonal Stays (Any stay dates between Feb. 1 through April 15) Must be paid in full prior to 45 days before check-in, time permitting.

Off-Season Stays (No stay dates between Feb. 1 through April 15) Must be paid in full prior to 7 days before check-in, time permitting.

- Credit Cards: Will be swiped at check-in for stays less than one month. Please bring I.D.  
 Cash: Paid at Check-in

Check-in will not take place until all payments are received.

Make payments payable to **ENGLEWOOD LIGHTHOUSE RESORT.**

**CANCELLATION POLICY**

Englewood Lighthouse Resort would like all of our guests to be able to cancel their plans if the need arises.

A Seasonal Guest (Any stay dates between Feb. 1 through April 15) who desires a cancellation must notify Englewood Lighthouse Resort, in writing, prior to 45 days before the check-in date to receive a refund. All refunds will be assessed a 15% fee of the total bill. No moneys will be refunded if the cancellation is less than 45 days prior to the check-in date.

An Off-Season Guest (No stay dates between Feb. 1 through April 15) who desires cancellation must notify Englewood Lighthouse Resort, in writing, prior to 7 days before the check-in date to receive a refund. All refunds will be assessed a 15% fee of the total bill. No moneys will be refunded if the cancellation is less than 7 days prior to the check-in date.

I have read and agree to all the above terms. If paying by credit card, I agree to pay above amount according to card issuer agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_