

# Cabin | Condo Rental Agreement



## CHECK-IN/OUT

CHECK-IN: 3 pm      CHECK-OUT: 10 am

## DAY GUESTS 8 am – 10 pm

16 occupants (max capacity)

## OVERNIGHT GUESTS 10 pm – 8 am

2-bedroom cabins & condos: 6 occupants  
(max capacity)

1-bedroom & ADA units: 4 occupants (max  
capacity)

## QUIET HOURS

Monday – Thursday: 10 pm – 8 am

Friday – Sunday and Holidays: Midnight – 8 am

### GENERAL POLICIES

- All BBQ/grilling charcoal **MUST** be disposed of in designated coal pits. **DO NOT** place coals or ash into dumpsters, leach/septic mounds outside cabins, or in dunes. BBQs/grills are **NOT** permitted on the beach. Cabin BBQ grills **MUST** be kept at your unit.
- Firearms, archery bows, throwing knives/hatchets, air rifles/pistols, and any other illegal or dangerous weapons are **STRICTLY PROHIBITED**.
- NO** cell phone use while driving. Speed limit 10 mph when passing pedestrians.
- NO** swimming after dark. Lifeguards on duty daily.
- Nature trail, pavilions, picnic areas, and playground are closed after dark.
- NO** landing and/or launching privately-owned motorized watercraft.
- NO** glass containers and/or alcohol consumption on beach or nature trails.
- NO** open fires, fireworks, portable fire pits, or metal detectors.
- NO** drones or personal aircraft.
- Group gatherings **over 20 people REQUIRE** a facility rental.
- NO** smoking/vaping in rental units. Smoking in designated areas only (50 ft away from any building.)
- NO** digging, except at the beach shoreline, without review by Bellows Environmental Program.
- NO** feeding or hunting feral animals.
- Authorized fishing areas are limited to the jetty (adjacent to Waimanalo Stream), between cabins 449B and 455B, and from cabin 455A up to the Distinguished Visitor fence. **The Distinguished Visitor area beyond the fence is OFF LIMITS. Occupants of beachside cabins between 315B to 449B are permitted to fish outside their cabins, provided they are on the rental agreement. All other areas, including the beach, are prohibited.**
- Recycle and use trash receptacles. Bellows AFS encourages all guests to recycle cans and bottles. Recycle bins are located around Bldg. 220 and throughout the property. **Dispose of coals in marked dispensers ONLY.**
- SEE BELOW FOR PET POLICY**

INITIALS	AUTHORIZED CARDHOLDER/SPONSOR Read and initial next to each item.
	I am the authorized DoD cardholder/sponsor. I understand that <b>I am responsible</b> for my conduct and the conduct of my dependents and sponsored guests. As the authorized cardholder/sponsor, I must be on site from <b>AT ALL TIMES</b> to account for each guest. <b>I agree to the terms below.</b>
	Due to fire code restrictions, <b>SPECIAL FUNCTION AGREEMENTS</b> will <b>NOT</b> be processed for cabins or condos.
	I understand each authorized DoD ID cardholder is authorized to sponsor a <b>maximum of 10 guests.</b>
	My reservation allows a <b>maximum of 6 occupants</b> per unit from 10 pm – 8 am, and a <b>maximum of 16 occupants</b> per unit from 8 am – 10 pm.
INITIALS	SPONSORING GUESTS Read and initial next to each item.
	<b>Bellows AFS is a military installation; federal rules and regulations apply.</b> All guests are responsible to abide by Bellows AFS policies. For details, I may refer to guest books, bulletin boards, or the website. I may also contact the FRONT DESK or SECURITY FORCES for questions or concerns.
	<b>All non-DoD ID cardholders must be sponsored</b> onto the installation by an authorized cardholder. For further information, I will refer to the BASE ACCESS section at <a href="http://www.bellowsafs.com">www.bellowsafs.com</a> , contact the BASE DEFENSE OPERATIONS CENTER (BDOC) at (808) 448-4916 or (808) 259-4200, or email <a href="mailto:18fssdet2bellows.sf@us.af.mil">18fssdet2bellows.sf@us.af.mil</a> .
	Guests without an approved government-issued credential or state driver's license compliant with the <b>Real ID Act of 2005</b> are <b>REQUIRED</b> to provide a second form of identification prior to being granted installation access.
	<b>ALL guests are subject to criminal background checks</b> prior to accessing the installation. Guests with unfavorable information <b>WILL BE DENIED</b> access to the installation, regardless of sponsorship by authorized DoD ID cardholders.
	All non-DoD affiliated guests under the age of 16 <b>MUST</b> have a school ID or photo ID on their person at all times. All non-DoD affiliated guests age 16 and over <b>MUST</b> have a valid government/state ID on their person at all times.
	Foreign National guests will <b>NOT BE ALLOWED</b> base entry unless/until they have been properly vetted through SECURITY FORCES. Requests are accepted <b>ONLY</b> within a <b>three (3) month to thirty (30) day window.</b>
	All vehicles entering Bellows AFS must be ready to present the following items to the Sentry. All vehicles are subject to search. <ul style="list-style-type: none"> <li><b>Current driver's license</b></li> <li><b>Current vehicle registration</b></li> <li><b>Current proof of insurance</b></li> <li><b>Current vehicle safety inspection</b></li> <li><b>Rental Agreement (if applicable)</b></li> </ul>

<b>INITIALS</b>	<b>SPONSORING GUESTS CONT.</b> Read and initial next to each item.
	Parking permits are <b>NOT</b> authorized credentials for base access. Visitor passes are required for all non-DoD affiliated overnight guests.
	<b>All occupants remaining overnight MUST be registered. # of ADULTS:</b> _____ <b># of CHILDREN :</b> _____ 1) _____ 4) _____ 2) _____ 5) _____ 3) _____ 6) _____
<b>INITIALS</b>	<b>GENERAL CABIN/CONDO RULES</b> Read and initial next to each item.
	<b>Check-in is 3 pm, and check-out is 10 am.</b> Approval for late check-out is required. Due to high occupancy, late check-outs are usually not granted. If granted, a <b>late check-out fee of \$10 per 30 minutes</b> may be incurred. An extra day will be charged if check-out occurs after 12 pm. <b>24-hour notice</b> is required for refund consideration for early departures.
	I will adhere to <b>parking policies</b> . Up to 2 parking permits are issued per unit. Additional vehicles <b>MUST park in the authorized Overflow Parking</b> . Permits are for my assigned unit only. Wrongfully parked vehicles without properly displayed permits may be ticketed or towed at the owner's expense. Vehicles are not authorized to unload on the grass behind the condos. <b>PARKING PASSES ISSUED:</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2
	I will report any problems/issues with the rental unit to FRONT DESK <b>within the first 30 minutes of check-in</b> . Refunds may <b>NOT</b> be authorized for unreported issues beyond the 30-minute period. For <b>after-hours check-in</b> , I will report to the FRONT DESK by 10:30 am the following day to update credit card/other information and report any problems/issues with the rental unit.
	Refunds will <b>NOT</b> be granted due to weather, beach closure, power outages, insects, or other acts of nature (including loss or damage to personal property). Claims for damage/loss of personal property may be filed at any military Legal Assistance office.
	I understand that smoking and vaping in and around cabins and condos, including condo lanais and balconies are <b>STRICTLY PROHIBITED</b> and subject to fines of \$250. Smoking in the cabin and condo areas is restricted to Designated Smoking Areas only (50 ft away from any building.) Cooking coal dumpsites in each cabin area are designated spaces for guests to smoke.
	<b>Dogs are permitted on the installation from sunrise to sunset in outdoor spaces unless staying in designated dog-friendly lodging and HAVE A SIGNED GUEST PET POLICY AGREEMENT.</b> Dogs are <b>NOT PERMITTED</b> in any building or under any covered structure, including condos, pavilions, outdoor deck, Turtle Cove, and AAFES. Service Animals are allowed overnight with lawful inquiry. <b>NOTE:</b> Per the ADA, therapy/comfort animals are NOT CONSIDERED "service animals". For more info, please visit <a href="https://adata.org/publication/service-animals-booklet">https://adata.org/publication/service-animals-booklet</a> . <b>UNAUTHORIZED PETS/ANIMALS ARE SUBJECT TO EVICTION WITHOUT REFUND AND A \$250 FEE.</b> See Bellows Pet Policy at <a href="https://www.bellowsafs.com/pets">https://www.bellowsafs.com/pets</a> .
	Feeding or hunting of feral animals is prohibited and grounds for eviction without refund.
	Sleeping tents are <b>NOT</b> permitted in the cabin or condo areas. Small canopies (approx. 10'x10') may be erected for sun protection during hours of sunlight and must be taken down at sundown.
	I WILL NOT take indoor furniture items outside or remove any indoor or outdoor furniture from my unit. <b>Fees apply for violations.</b>
	Generators, electrical extension cords, and party bouncers are <b>NOT ALLOWED</b> in the cabin/condo area.
	Outdoor cooking units <b>MUST</b> be located at least 6 feet from any structure, tent, or combustible material, and at least 3 feet off the ground. Open, unattended fires and portable fire pits are <b>PROHIBITED</b> . Grills are for outdoor cooking only. I will <b>NOT</b> use grills to burn firewood. I will <b>NOT</b> place an outdoor cooking unit on the picnic tables. I understand that BBQs/grills are <b>NOT</b> permitted on the beach and that cabin BBQ grills <b>MUST</b> be kept at my unit. Coals <b>MUST</b> be cooled and disposed of in coal dispensers only. I will <b>NOT</b> dispose of coals on the ground or in any trash receptacle, including dumpsters.
	I will be considerate of neighboring campers and cabin guests. I understand that excessive noise, profanity, or disturbance are grounds for immediate eviction. <b>Quiet Hours are enforced</b> Monday – Thursday from 10 pm – 8 am; Friday – Sunday and holidays from midnight – 8 am.
	<b>A minimum fee of \$25</b> will be incurred if an acceptable standard of cleaning is not met prior to check-out, as published in the condo unit. Trash <b>MUST</b> be removed and disposed of in trash receptacles nearest to your site; recyclable items <b>MUST</b> be removed and disposed of in marked recycling bins nearest to your site; oven/range, countertops, dishes, and outdoor cooking grill <b>MUST</b> be cleaned, if used.
<b>By signing below, I acknowledge responsibility for the aforementioned policies. On behalf of myself and my sponsored guests, I further agree to exercise care to prevent damage or policy violations. Failure to comply with installation policies may result in eviction without refund, loss of Bellows AFS privileges (for up to one year), and/or debarment.</b>	

**PRINTED NAME / SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**STAFF INITIALS:** \_\_\_\_\_