



Rental Program Rules and Procedures

Member: _____ Membership/Contract #: _____

This Rental Program Agreement is entered by and is between The Rental Program (TRP), operated by Interval Servicing CO. LLC, and the Member. The following rules and procedures apply:

1. **No Other Use Programs.** The Member will be allowed to deposit only those nights which have not been enrolled in any other use program (e.g. Resort Condominiums International (RCI), Interval International (II), Interval Exchange, Owner Loan, etc). **Member Initials** _____
2. **Rental Program Types.** From time to time and at its discretion, TRP may engage in Limited Time Offer campaigns to solicit units from Members for a certain number of nights as applicable for each campaign. Should this be the case, TRP will directly contact the Member to disclose in writing the specifics of the corresponding campaign. Throughout this document, these cases will be referred to as "Limited Time Offer Campaign" ("LTO") as opposed to all others, which will be referred to as "Regular Rental Program" ("RP"). **Member Initials** _____
3. **Enrollment Process.** Either for the RP or the LTO, Members shall execute the **Rental Program Enrollment Form** and submit it to TRP by mail, e-mail or online at www.TheRentalProgram.com. TRP will send an enrollment confirmation by email or mail. At its discretion, TRP reserves the right to close new enrollments for any weeks or nights. **a) RP.** Enrollment may occur up to 12 months prior to the start of the interval/week. Members may also enroll their units during the corresponding occupancy week, by calling TRP and allowing up to 48 hours for processing. Members may enroll the unit for multiple years by filling out and signing one form. **b) LTO.** Enrollment shall take place upon request from TRP and acceptance by the Member. **Member Initials** _____
4. **Unit Deposit and Assignment.** **a) RP.** The Member may deposit a portion of the unit (Suite, Room/Lock-off) or the entire unit. When the entire unit is enrolled, it is possible only a portion of it will get rented. Enrolled units will be processed on a first deposited, first rented basis or any other criteria TRP deems appropriate to guarantee customer satisfaction or fair unit assignment. **b) LTO.** The Member must enroll the entire unit or a portion of it as required by the campaign written offer/guarantee. **Member Initials** _____
5. **Rentals on a per-night Basis.** **a) RP.** The Member may enroll a unit in the Rental Program from 1 to 7 nights. The Member understands and agrees that the unit can be rented for a number of nights that is fewer than the number of nights enrolled. **b) LTO.** TRP will guarantee the payment of at least the number of nights offered in writing to the Member. **Member Initials** _____
6. **Unit Rental Status.** **a) RP. Rental Status is subject to change and not guaranteed until the completion of the interval/week.** To receive proceeds, the unit must remain in the rental program and be rented. **b) LTO.** Once the offer made by TRP is accepted by the Member and the unit is enrolled, the rental status will not change. **Member Initials** _____
7. **Unit Removal.** **a) RP. a.1.** If the unit has not been rented, The Member will be able to remove the entire unit or a portion of it via online at www.TheRentalProgram.com or by sending a written request to TRP or. **a.2.** If the unit has been partially or totally rented, removal will not be possible and the unit shall remain in the rental program. In all cases, the Member will receive a notification from TRP informing the outcome of the removal request. **b) LTO.** Once the offer made by TRP is accepted by the Member and the unit is enrolled, removal of the units will NOT be possible. **Member Initials** _____
8. **Rental Status Updates.** TRP will not call or mail rental status updates, for the RP or the LTO. It is deemed the responsibility of the Member to contact TRP in order to receive rental status updates. Rental status can be verified online at www.TheRentalProgram.com, by telephone or email. **Member Initials** _____
9. **Determination of Rental Proceeds.** Either for the RP or the LTO, the payment of Rental Distribution Proceeds will reflect a fixed value per night which was determined by taking into consideration the unit type, the season, the interval/week and the enrollment date. **Member Initials** _____
10. **Rental Proceeds Payment Term.** **a) RP.** Rental proceeds payments are processed approximately 14 days after the end of the interval/week. **b) LTO.** Rental proceeds will be paid in accordance with the specific written offer made by TRP and accepted by the Member. **Member Initials** _____
11. **Rental Proceeds and Payment Options.** Either for the RP or the LTO, Members may choose one of the following payment methods: **A)** ACH – Only for Members with US Bank Accounts; **B)** A bank transfer; **C)** Royal Resort Rewards (RRR); **D)** A check in US dollars payable to the primary name on the membership/contract; **E)** A check in US dollars payable to all Members of record (Legal Name). RRR will be applied to the RRR account of the primary member on the membership/contract, unless a different member is specified. Please refer to www.RoyalResortsRewards.com for RRR program rules and regulations. RRR cannot be reversed and they cannot be used to pay the Club Service Fee of the current year for the unit enrolled in RP or LTO. **RRR will expire five years after the date of issue.** A **Rental Payment Form** must be completed and returned to TRP for options **A, B and D.** In the event of the death of a member in the membership/contract, payment will be put on hold until a title change is processed. **Member Initials** _____
12. **Good Standing Rule.** Either for the RP or the LTO, the Member must be in good standing with all financial obligations related to the unit at the time of distribution to receive rental proceeds, regardless of the payment method followed. Members have 90 days after the end of the interval/week of the unit rented to become current with any and all pending financial obligations. If not current on the 91st day after the end of the interval/week, proceeds will be forfeited. In the case of the LTO where proceeds are paid before occupancy, TRP will first send payment to the corresponding membership company to cover any pending financial obligation for the Member and will pay the difference to the Member as specified in the written offer made by TRP and accepted by the Member. **Member Initials** _____
13. **Miscellaneous.** **a)** Headings in this agreement are used for reference purposes only; **b)** Non-performance by TRP or the Member will bear no liability for the parties if due to Force Majeure; **c)** Parties will abide by the laws of the State of Florida; **d)** Notices shall be deemed effective upon proof of delivery or five days after deposited with the US Postal Service; **e)** Rules and Procedures are subject to change without notice; **f)** If any clause is severed, the remaining of the agreement will not be affected. **Member Initials** _____

TRP-2024-05



RENTAL PAYMENT FORM

Please complete and submit this form before the interval has started.

Member Information:

Primary Member: _____ Email: _____
 Membership/Contract #: _____ Unit: _____ Interval/Week: _____
 Resort: _____ Phone Number: _____

Year(s): The selected payment method will be applied only to the unit and membership number identified on this form and will remain in force during the period the unit/membership was already enrolled in the Rental Program.

For this year only: 202 ___ **OR** For several years : From: _____ To: _____ (Unit has to be already enrolled for these years)

NOTE: for future enrollments of this unit/membership a new **Rental Payment Form** has to be completed.

PAYMENT METHOD: please select **ONLY ONE** of the following payment methods

A.- **ACH (Only for Members with US Bank Accounts)**
(All members of record must sign)

B.- **BANK TRANSFER**
(All members of record must sign)

- There is a US \$25 fee to process a bank transfer which will be deducted from the rental proceeds owed to the Member. There is no fee to process an ACH transfer.
- A copy of a bank statement or a letter on bank letterhead signed by a bank representative is required. Requested information:
 - **For US Banks:** Bank Name, Address, and Phone; ABA Routing Number for ACH; Account Number, Name(s) on the Account and Address.
 - **For non US Banks:** Bank Name, Address, and Phone; Account Number, Name(s) on the Account and Address. Branch Number, Intermediary Bank, Swift Code and CLABE Code (Mexican Banks). **NOTE:** The Swift Code can be obtained contacting the bank.
- For ACH, we can accept a copy of a voided check instead of a bank statement.
- The bank account has to belong to one or more members in the membership/contract (no exceptions).

C.- **ROYAL RESORTS REWARDS or RRR** For the account of this member: _____
NOTE: it has to be one of the members of the membership contract with a valid e-mail address in our system

- Royal Resorts Rewards cannot be applied to the Club Service Fee of the current year for the unit enrolled in the rental program.
- RRR will be allocated to the primary person for the above membership/contract, unless a different member is specified.
- RRR cannot be reversed to process a different payment method, and **they will expire five years after the date of issue.**
- By selecting this option the member accepts that he/she has read and understood the RRR terms and conditions found at www.RoyalResortsRewards.com

D.- **CHECK in US dollars payable only to the Primary Name**
(All members of record must sign)

E.- **CHECK in US dollars payable to all Members of record (Legal Name)**

Non US/CAN members: Checks mailed out of the United States may take more than eight weeks to reach their destination with the risk of getting lost or stolen while in transit. For Mexico, some banks are not cashing checks in US dollars and they could be withheld by Customs. Members will be responsible for any fees related to lost or stolen checks including stop payment fees, reissue fees or bank affidavit notarizations.

SIGNATURES: All Members of record must sign below to accept the rental payment change request except for options **C** and **E**.

***** **NOTE: If there is a deceased member in the membership/contract, payment will be put on hold until a title change is processed** *****

_____ Signature	_____ Print Name	_____ Date (mm/dd/yy)
_____ Signature	_____ Print Name	_____ Date (mm/dd/yy)
_____ Signature	_____ Print Name	_____ Date (mm/dd/yy)
_____ Signature	_____ Print Name	_____ Date (mm/dd/yy)
_____ Signature	_____ Print Name	_____ Date (mm/dd/yy)
_____ Signature	_____ Print Name	_____ Date (mm/dd/yy)

The Member may send the **Rental Payment Form** by email or regular mail.

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