



# GUEST RENTAL CONTRACT

MOONDANCE ANTIGUA

Galleon Beach, English Harbour, Antigua, W.I

Owned and Operated by Stella Place Antigua LLC

[www.moondanceantigua.com](http://www.moondanceantigua.com) email: [moondanceantigua@gmail.com](mailto:moondanceantigua@gmail.com)

Revised 2/2026

## CONTACTS

Nathan: +1 268 785 4857 | Clare: +1 268 785 8137

*Please complete, sign and return. One contract per group.*

BOOKING DATES: Arrival:  Departure:

Agreed Fees:

Buildings Reserved:

Guest Names:

Home Address:

Email:

Telephone:

Number in Party:

Names of all guests:

Bed/ Sleeping Configuration:

FLIGHT DETAILS: Arrival:  Departure:

How did you hear about Moondance?  
Facebook  Google  Wedding/ Event Coordinator   
Instagram  Referral  Admiral Management Services

## CONDITIONS OF BOOKING:

1. A **non-refundable deposit of 25%** is required at time of booking, payable by bank transfer or credit card. For bookings made less than 8 weeks prior to arrival the total fee is payable at time of booking. All payment options are given on Page 6.

The exchange rate for the total amount is fixed to the rate at the time of the payment of the deposit.  
EC\$2.7=US\$1

**No contract will exist until these monies and a signed contract have been received.**

We reserve the right to refuse a booking without giving a reason.

2. **The balance of 75% is payable 8 weeks before the rental date.**

3. **Cancellation by you** – Should you cancel less than 8 weeks prior to the rental date then any monies paid will be retained, unless an alternative booking is found, in which case we will refund 75% of the payment from the alternate booking over your original dates. In the event bad weather, natural disaster, a plague, virus, pandemic, travel ban or other similar event forcing the cancellation, your travel insurance must cover this eventuality as the property is not liable for the repayment of any monies paid.

4. **Cancellation/alteration by us** – If, for any reason the property becomes unavailable, a full refund of all fees paid will be made. Abuse, disrespect, or mistreatment of the property and/or its contents will result in eviction with no refund.

5. **The Management and Owner accept no responsibility or liability for travel arrangements made or affected by this Villa Rental Agreement or circumstances affecting same.**

6. **Only those persons stipulated on the booking form may reside in the villa.** Additional charges may apply for additional residing guests or undisclosed usage of extra rooms. The owner or their representatives will be allowed access to check for damage or safety concerns.

7. **No drug use anywhere on the property.**

8. **Arrival/departure times** – These can be flexible by prior arrangement. They are normally officially, check out by 1100 and check in after 1600. We can advise regarding transfers to/from the Villa depending on the size of your group & arrival/departure times. If you wish to stay longer than 1100, and there are no new arrivals due, there is a charge of US\$20 per hour, per adult, payable to the onsite managers at the time of departure. If the property is subject to a 'Same Day Turnaround' the departure time is 1000 and arrival time no earlier than 1700. Please check with the management prior to arrival so you know the accurate timings.

9. **Complaints** – Descriptions should be as accurate as possible. We reserve the right to make alterations of equal standards. If you discover any problems, inform the staff and we will do our best to rectify them without delay. Media found on the internet representing the property may be out of date and images/views may be different than currently realistic due to trees or vegetation growing/being cut or changes made in furniture, decorating or other household items.

10. **Personal Property** - All personal property of the renter and guest(s) on the property shall remain his/her sole responsibility and risk of the renter and guest(s) and the property owner or property management company shall not be liable for damages to, or loss of such personal property arising from any acts of negligence of any other persons, nor from the leaking of the roof, or from bursting, leaking, or overflowing of water or sewer pipes, or from heating, cooling or plumbing fixtures, or from the handling of electrical wires or fixtures, or from any cause whatsoever, nor shall the owner be liable for any injury to the person of the renter or guest(s) or other persons in or about the premises, the renter and guest(s) expressly agreeing to hold the property owner and property management company harmless in all such causes and events.

## CONDITIONS OF BOOKING cont.

**11. Insurance** – It is a condition of booking that your party is covered by comprehensive travel insurance including, but not limited to, personal liability, personal property, travel cover, property rental and medical expenses. Your signature confirms that you are covered by such policies and are able to recoup any losses incurred, in any event.

**12.** A concierge service (food shopping/personal services, etc.) is available upon request. This will be charged at 35 US\$ per hour and payable to the onsite managers at the time of service.

**13. Conservation of water and power:** Due to Antigua being a tropical island dependent upon rainfall for water and the use of solar and local power plants, there is a need to conserve both water and power consumption. At times the island power will be off or the load too much for the solar array and the generator will be required to be turned on. This will produce noise, but electricity will continue. A/C units should only be run as needed and turned off in unoccupied rooms. Likewise shower and tap water should be limited in usage time and not flagrantly wasted. A green levy of US\$50 is payable at the time if any air conditioning units are found to be on in an unoccupied/empty bedroom unnecessarily. The more power used, the more likely the generator will be on. Utilities are not guaranteed.

**14.** I am aware that the Caribbean is in the Tropics and Antigua is a developing nation and fully understand that the wildlife there may be different to what I and my party are used to. I fully expect to see and hear the local wildlife during my stay and accept this as normal. I also accept that there may be a requirement for the management to 'fog' the property to reduce bugs if requested, at my expense. I also accept that Internet is not guaranteed or at the speeds I am accustomed to. The ISP may randomly cut service for maintenance. Our Internet has WiFi extenders within every accommodation.

**15. Right of Entry/Assignment and Indemnification** - The undersigned renter hereby releases, agrees to indemnify and hold harmless the property owner, his agents and officers, Stella Place Antigua, LLC, and Stella Place Management Company Incorporated of Antigua and all agents of aforementioned entities ("Indemnified Parties"), of and from any and all liability, claims, demands, actions and causes of action whatsoever, arising out of or related to any loss, damage, or injury, including death, that may be sustained by the undersigned or any person (including renter's guests), or any property of the undersigned or any person (including renter's guests), as a result of any cause arising out of the use of the house or the property facilities, including the swimming pool. Renter agrees property owner or their respective representatives, including agents of Stella Place Antigua, LLC and Stella Place Management Company Incorporated of Antigua, may enter the premises during reasonable business hours to make necessary repairs or maintenance. Renter shall not assign this contract or sublet the premises in whole or part without written permission of the owner. You agree to indemnify the Indemnified Parties for any damages to the premises, including but not limited to, damages to the furnishings and household items, which is a result of your occupancy, excluding, however, normal wear and tear. The Indemnified Parties will not be liable for any damages to property nor liable for any accident that may occur to you or your guests during your occupancy in or on the property. Renter voluntarily assumes all risks of loss, damage or injury, including death, that may be sustained by any or each of the guests, or any property of any or each of the guests while renting the property. Renter and hereby releases and forever discharges the Indemnified Parties and indemnifies and holds harmless the Indemnified Parties from and against any and all liability, damages, actions, cause of action, claims, losses and/or expenses, including but not limited to; attorney fees, court fees and other expenses arising in connection with or based on injury to or death of any person, or damage/loss of property including to any member of renter's guests, including but not limited to visitors or invitees of guest, regardless of whether or not caused in whole or in part by negligence of one or more of the Indemnified Parties. This release shall be binding upon the distributees, heirs, next of kin, executors, administrators and personal representatives of each of the undersigned including renter and the guests of aforementioned. This indemnification shall not apply with respect to losses arising directly from the gross negligence or willful misconduct of anyone from the Indemnified Parties.

**CONDITIONS OF BOOKING cont.**

**16.** I agree to pay the Antigua Barbuda nightly tourist levy for each guest over age 6 and myself (see page 10) as well as provide a damage deposit for my stay (see page 11.)

**17. Parties:** I understand that PARTIES of any kind are not allowed unless approved by Management. If a party were approved, the lower pool deck has a 30-person maximum.

**18.** My booking guests, any visitors, and myself will adhere to the Moondance Property Rules as described on the attachment to this Contract.

Your e-signature below will constitute your agreement to the contract terms:

Signature:

Date:





# Moondance Property Rules

## MOONDANCE ANTIGUA

Galleon Beach, English Harbour, Antigua, W.I

Owned and Operated by Stella Place Antigua LLC

[www.moondanceantigua.com](http://www.moondanceantigua.com) email: [moondanceantigua@gmail.com](mailto:moondanceantigua@gmail.com)

*Some points may not be relevant to your rental unit.*

### Safety Point

- The Villa's And Outside Floors Are Very Slippery When Wet. Take Extra Care When Entering The Villa Or Walking Around With Wet Feet. The Villa Management And Owner Accept No Responsibility For Injury/Damage Caused By Careless Actions Of The Guests.

*Antigua Is Not A First World Country, Please Conserve Electricity And Water As These Services Are Not Guaranteed. In The Event Of A Power Cut, The Generator May Start Up , This Will Of Course Make A Noise. Also, Please Do Not Feed Birds, Cats Or Any Wildlife.*

### Air Conditioning

- All Bedrooms Have Air-Conditioning Units Which Are Operated By Remote Control. Please Ensure All Windows And Doors Are Closed Or The Units Will Not Be Effective. As Electricity Is A Premium Expense, Air Conditioning Is Only To Be Used For Sleeping At Night (Or If You Are In Your Room During The Day And The Breeze Is Not Sufficient). We Reserve The Right To Charge An Environmental Levy If Air Con Is Left On In An Unattended Room Or Unnecessarily – 50Us\$ Per Day

### Gate

- There Is A Lockable Hand Gate To The Side Of The Electric Gate For Walking Purposes. The Code Is 4545. A Car May Be Parked Outside Of The Gate. If You're Bringing A Car Up The Drive, You May Request A Gate Remote. Some Remotes Keep The Gate Open For 5 Seconds And Then It Closes. Moondance Is Not Responsible For Any Damage Caused To Any Vehicles Misjudging The Entranceway.

### Water

- Moondance's Water Is Purified To Bottled Water Standards. All Taps/Faucets Provide Pure Drinking Water. Please Make A Concerted Effort Not To Waste This Valuable Resource.

### Pool

- Please Note That The Pool Is Only 4Ft 10 Inches Deep. You May Only Access The Pool As Part Of A Moondance Main Villa Rental. A Pool Service Engineer Will Come Twice Weekly.
- **We Insist That You Do Not Dive Into The Pool Or Jump From The Balcony! That Is A Rule.**
- There Are Pool Toys And Snorkel Gear That May Be Enjoyed And Returned Their Storage Place.
- The Filtration System Is Solar Powered And Set To Run During The Day.
- The Pool Should Be Cleaned Of Leaves As Necessary. There Is A Net By The Pool For This Purpose. Please Rinse Sand Off In The Upper Garage Prior To Entering The Pool Or Hot Tub.

### Maid Service

- The Head Maid's Name Is Fiona. Other Maids Will Assist As Needed. The Maid Is Employed From 8Am-3Pm. If You Do Not Wish To Have Daily Maid Service, Please Inform Clare or Fiona.

### **Linens**

- The Sheets And Towels Will Be Changed On A 4Th Day Schedule Due To The Island's Water Resources. Pool/Beach Towels Are Provided So That White Bathroom Towels Stay Inside. Colored Towels May Be Taken To The Beach Along With The Beach Chairs And Umbrellas And Returned In The Same Condition.
- Please Do Not Use The Bedding, White Towels Or Face Cloths If You Have Fake Tan, Sunscreen Or Make Up On. This Will Be Considered As Malicious Damage And The Replacement Costs Will Be Recovered From The Guests.

### **BBQ/Grills**

- There Are Propane Grills For Your Use. Tools Are In The Kitchens. Shut Off Gas After Use.

### **Locks/Security**

- Please Lock The Villa/Cottage When Leaving The Property And Upon Retiring At Night. Keep The Door Code To Yourself. Codes Are Changed After Guests Leave.

### **Security System**

- Panic Button System, 1 Lanyard Per Bedroom. Galleon Security Will Respond. 200 US\$ Fine For Improper Use Of The Panic System Or For Tampering With Or Disabling Any Aspect Of The Security System.

### **Safe**

- Each Bedroom Has A Programmable Security Box Large Enough For A Laptop.
- Please Ensure That Your Valuables Are Locked Away And The Property Is Securely Locked Whilst You Are Out Or In Bed. Whilst This Is Considered A Safe Location, Opportunists May Take Advantage Of Poor Security On The Part Of The Guest.
- We Accept No Responsibility For Guest's Possessions. Guests Will Be Held Responsible For Any Theft Of Villa/Cottage Equipment/Property Due To Poor Security Actions On Their Behalf.

### **Smoking And Fire**

- No Smoking Inside Moondance Villa Or Any Of The Other Buildings.

### **Music System**

- This Is Located In The Main Living Room In The Villa. By Input You Can Select Radio, Auxiliary Or Bluetooth SPA-BT1 Connected To Your Device. Please Leave Our USB Cords In The Cabinet. Please Be Considerate Of Neighbors And Cottage Guests With the Volume.
- The TV Volume Can Only Be Played Through The TV To Allow For Music To Play Simultaneously.
- The Music Speakers Can Be Switched To Play Inside The Villa, On The Verandah Or At The Pool Deck By Pressing The Buttons Labeled On The Small Device On Top Of The Receiver.

### **Televisions**

- Every Television Is Fitted With A Fire Stick For Your Entertainment. You May Bring Your Sign In's For Your Apps. Alternatively, You Are Welcome To Bring Your Own Plug-in Device For Apps.

### **Quiet Hours**

- Galleon Owners Have Agreed To Quiet Hours Of 2300 Until 0900. Please Be Respectful And Adhere To This Rule. If A Later Time Is Required For A Special Occasion Prior Permission Should Be Sought From The Management Team.

### **Hot Tub Rules**

- Please Wash Off Sand With Nearby Hose. No Sunscreen In Hot Tub. The Rules Displayed By The Hot Tub Are To Be Adhered To.

### **Drugs And Illegal Activity**

- The Use Of Illegal Drugs Will Not Be Tolerated At Moondance. Any Illegal Activity Will Be Reported To The Police Who Will Prosecute To The Fullest Extent Of The Law.

### **Property Managers**

- Whilst The Management Team Is Here To Provide You With A Safe And Enjoyable Stay, Their Responsibility Only Extends To The Villa's Upkeep And Maintenance. Any Concierge Type Services Requested, Agreed And Performed By The Management Team Will Be Charged At US\$35 Per Hour. Advice Is, Of Course, As Always, Free.



# Moondance Payment Options

MOONDANCE ANTIGUA

Galleon Beach, English Harbour, Antigua, W.I

Owned and Operated by Stella Place Antigua LLC

[www.moondanceantigua.com](http://www.moondanceantigua.com) email: [moondanceantigua@gmail.com](mailto:moondanceantigua@gmail.com)

## **1ST PAYMENT OPTION: PAY AN INVOICE FROM STRIPE**

We will email you an invoice from STRIPE and you have several methods to pay it: ACH bank transfer, Debit Card, Credit Card, Link, Digital Wallet, and more. **Please send us your email.**

## **2ND PAYMENT OPTION: VENMO @MOONDANCEANTIGUA**

The last 4 digits of the phone associated with our Venmo account are 8695. You may need to divide large payments into \$5,000 or less according to the limits on your Venmo account.

## **3RD PAYMENT OPTION: USA/DOMESTIC CHECK**

Made out to:

STELLA PLACE ANTIGUA LLC

Mail check to:

Stella Place Antigua LLC

PO Box 7528 Libertyville IL 60048

## **WIRE TRANSFER OPTIONS: REQUEST INSTRUCTIONS FROM OUR PROPERTY MANAGERS**

*Moondance Antigua is Managed by*

**Admiral Management Services**

Address: Villa Sariel, Hospital Hill, English Harbour, Antigua

Contact: +1 268 7854857 | [AdmiralAntigua@gmail.com](mailto:AdmiralAntigua@gmail.com)



# Antigua And Barbuda Government Tourism Guest Levy

MOONDANCE ANTIGUA

Galleon Beach, English Harbour, Antigua, W.I

The government of Antigua and Barbuda enacted the tourism guest levy 2021 which went into effect on October 1, 2021.

The Antigua & Barbuda Tourism Levy will be collected **AT THE END** of your stay at the property. That's when we all know how many people stayed for each night.

If you know this information FOR DEFINITE upon arrival, we can take it then instead. We can accept Cash or Credit Cards with a 5% transaction fee.

If you booked online at Airbnb you have already paid the levy during reservation checkout. If details change, such as additional nights or guest(s), additional payments may be due.

The rate is US\$5 Per Person, *Per Night*, for all 6-year-olds and above. We collect this on behalf of the Government of Antigua and Barbuda and pay it directly to Inland Revenue.

If you are paying in EC\$ the rate is 2.7EC\$ : 1US\$

For more information please visit the following links below:

[ANTIGUA AND BARBUDA TOURISM GUEST LEVY BILL, 2021](#)

[Tourism Guest Levy 2021](#)



# Damage Deposit Agreement

MOONDANCE ANTIGUA

Galleon Beach, English Harbour, Antigua, W.I

This form will be retained for one week after the guest's departure and then destroyed. If any damage is found within that period, the guest will be notified and the costs will be deducted from the card details below. There will also be a 5% card transaction processing fee added.

Name on card

Card Number

Villa name(s)

Expiry Date

Visa/MC

Reservation  
Dates

I acknowledge that if any damage is found to have occurred during my rental period, that is not deemed to be fair wear and tear, I am liable for the costs of repair. I also acknowledge that if any items are missing, I am liable for their replacement. The owner and management of Moondance Antigua are authorised to charge against my card should this be the case. Only Visa or Mastercard are accepted.

Your e-signature below will constitute your agreement to the contract terms:

Signature:

Date: