

YOUR MARBELLA WEEKENDER

Booking A Villa Through My Marbella Weekender

The Booking Process

At this point you will have received a quote for your requested dates and group size (How exciting!) Once you have decided that you are happy to proceed with the booking we will then guide you through the following steps:

- An invoice and payment guide will be sent to you via email to make either a 25% or a 50% deposit payment to reserve the villa. Please note - nothing is reserved until payment has been received.

(This payment will not include the damage deposit, this will be covered later in the process.)

- Once this payment has been made we ask you to send across a screenshot showing proof of payment to INFO@MYMARBELLAWEEKENDER.COM
- Once we have received the proof of payment and the deposit payment clears in our business account we will then email over to you proof of payment along with the information detailing when your final payment will be due and your villa check in guide.

Your dream holiday villa is now booked!

Want to start planning the perfect Marbella Itinerary?

Check out all events and activities here www.mymarbellaweekender.com

The Final Payment

- The final payment for your villa will be due no less than 6 weeks before the date of check in.
- We will send you a payment reminder one week before your payment is due along with the invoice showing the amount left to pay including any early check in or late check out fees (Please see prices below).
- This invoice will need to be paid via international bank transfer or via transferwise. All of the bank details will be listed on the invoice explaining how to make the payment.
- The currency broker Transferwise offer a better exchange rate than the banks. This company is very helpful and easy to use and you will receive information alongside the invoice explaining how you can make your payment via them.
 - Once payment has been made please send proof of payment to INFO@MYMARBELLAWEEKENDER.COM
- Once we have received the proof of payment and the money has cleared in our business account we will then send via email proof of payment alongside your booking itinerary with a link to an online check in guide explaining the how the check in process works.

Check In / Check Out Times

Check In: 4PM
Check Out: 11AM

Security Deposit

500 Euros

Your security deposit must be paid via paypal no less than one week prior to your arrival.
. The security deposit is refundable and will be returned to you once the villa has been checked over to make sure there is no damage.

You May Request Any Of The Following Extras In Addition To Your Villa Hire ...

- Additional Beds: 50 Euros Per Bed Per Night
 - Early Check In Fee: 150 Euros
 - Late Check Out Fee: 150 Euros

Villa Cancellation Policy

The cancellation policy for the villa is as follows:

Cancellations must be notified in writing by email to INFO@MYMARBELLAWEEKENDER.COM in advance and will only be deemed received after you have received a response.

Cancellations made three (3) months or more days prior to the date of arrival will incur a 25% charge of the total rental price.

Cancellations made two (2) months prior to the date of arrival will incur a 50% charge of the total price.
Cancellations made one (1) month or less prior to the arrival date will incur a 100% charge of the total price.

The amount is deducted from the already paid amount and the remainder will be returned to the Tenant within 10 business days after the date of booking cancellation or by the termination of the agreement.

In a case of not notifying My Marbella Weekender SL about the cancellation of the agreement, the amount previously paid will not be returned.

If the villa you are booking is branded as a 'special offer' all cancellations will incur a 100% charge of the total price regardless of the date in which the cancellation has been requested.

Please note this is the cancellation policy of the villa only, the policy for any activities booked may be different.

Thank You For Booking With My Marbella Weekender!

SEA You Soon ...

Email: info@mymarbellaweekender.com **Website:** www.mymarbellaweekender.com



/mymarbellaweekender



@mymarbellaweekender



@mymarbswknder