

# BOOKING BY FAX & MAIL

## Step 1.

CHECK AVAILABILITY online at [www.bahamavilla.com](http://www.bahamavilla.com).

## Steps 2.

DOWNLOAD AN APPLICATION PACKET with instructions in Adobe PDF format from the link, or at [www.bahamavilla.com/AppBV.pdf](http://www.bahamavilla.com/AppBV.pdf). If you don't have Adobe Reader 8, get it free at [www.adobe.com/products/acrobat/readstep2.htm](http://www.adobe.com/products/acrobat/readstep2.htm).

## Steps 3.

Read and fill out **Application** completely, and read and sign the **Agreement** form. Then **FAX** them to the number given on the form. DON'T DELAY, however, especially for holidays and peak periods!

We can only book on a first-come, first-served basis and can't hold your spot until we've received your completed 2-page application *and* a copy of your payment check (or notice from *PayPal* of online payment). No exceptions. If you don't have access to a fax machine, use the online booking process.

## Step 4.

There are two ways you can pay:

**1. PAYPAL.** Use your check or credit card to pay for your villa online from the link where you got this printout. Figure out the total cost of your stay on your downloaded Application, including fees and security deposit, then enter that amount when requested from the link.

**2. CHECK BY MAIL.** If you prefer to send us a check or Money Order, you must first **fax** us a copy of your **full payment** in the form of completed check(s) or MO(s) along with the application materials. Then mail all checks to:

*Robert or Emmy Buckman, 1121 Singer Drive, Singer Island, FL 33404 USA.*

**NOTE:** Reservations can only be made once we receive your faxed application, agreement, and proof of payment. Once we have these, we will hold your dates for 10 days (or 3 days if applying within 60 days).

If applying more than 60 days of arrival, you *may* include half the full amount in the form of a second check post-dated 60 days before arrival.

If applying less than 60 days of arrival, full payment is due and payable now. In this case you must either a) pay online or b) send your payment via overnight FedEx or UPS since it takes 6-7 days for mail to reach us from places in the US, and longer from overseas.

## Step 5.

**WAIT FOR CONFIRMATION.** We will send you an E-mail Confirmation with a link to our PDF **Welcome Packet** containing important information about your stay on the island, including customs and check-in procedures.