DIAMOND RESORTS
INTERNATIONAL®
Stay Vacationed.™

RENTAL RELEASE FORM

Unit Owner(s): _____ Unit/Week No.: _____

Rental Release to Diamond Resorts Management, Inc.

_____ **I plan to release my deeded week to Diamond Resorts Management, Inc. ("DRM") for rental purposes.**
I have read, understand, and agree to the following Rental Program Terms & Conditions:

RENTAL PROGRAM TERMS & CONDITIONS

Please understand that there is no guarantee that you will receive rental commissions, and DRM will retain rental commissions as approved by the Board of Directors. If your unit type is still available up to 72 hours prior to arrival, you may contact DRM to have the week removed from the rental program and schedule it for occupancy. Please keep in mind that you will incur a $35.00 change of confirmation fee if you choose this option. If you have any questions, please contact Owner Services at **1.800.465.3539** or by email to **OwnerServicesMidAtlantic@DiamondResorts.com** prior to signing this agreement.

By requesting to release a deeded week, the owner agrees that DRM has complete authority over the rental of said owner's deeded week, and accepts the following terms and conditions:

1. The total rental revenue for each night (up to a total of 7 nights) released by an owner will be entered into a rental program for distribution for each participant in the rental program.
2. A percentage of the total rental revenue, as approved by the Board of Directors, will be distributed amongst each participating owner based on the number of nights, with whole units receiving a priority distribution.
3. DRM will retain the remainder of the total rental revenue for costs associated with marketing and rental operations.
4. Requests for rental release must be received by Owner Services at least 14 days prior to the check-in date of the week being relinquished to be guaranteed placement within the rental program. Any request received less than 14 days prior to check-in will be subject to acceptance by DRM, in its exclusive discretion. Please contact Owner Services for possible usage options.
5. Late confirmation fees (currently $35.00) will apply to any request to release that is received less than sixty (60) days prior to the arrival date.
6. Any owner with unpaid account balances will not be eligible to receive commission.
7. Any commission that is less than $25.00 will be assigned to the Association.
8. The owner will be issued a commission check within (90) days from the last day of the released week.
9. Please be advised that rental commissions may be taxable income. Contact your personal tax advisor with questions.
10. Remember that any reservation that remains unconfirmed 14 days prior to check-in may be suspended. Once usage rights are suspended, inventory may not be reinstated.
11. Neither DRM nor any affiliate of DRM shall be liable for any liabilities of expenses incurred by owner arising out of or connected to the rental program or rental of the deeded week.
12. Owner may not assign this agreement without the express written consent of DRM.
13. Please complete, sign and date this Rental Release Form as well as the Form W-9 and return both forms to Owner Services by email to **OwnerServicesMidAtlantic@DiamondResorts.com** or by mail to Diamond Resorts International Owner Services, 1081 19th Street, Suite 101, Virginia Beach, VA 23451.

    Please be advised that pursuant to Internal Revenue Code Section 6109, you are required to provide an accurate social security number (SSN) or employer identification number (EIN) to DRM, or its affiliates, in order for DRM to comply with the information reporting rules set forth by the Internal Revenue Service. Failure to provide an accurate social security number or taxpayer identification number could lead to the Internal Revenue Service assessing you a penalty of $50.

    The Form W-9 contains several references to the Form W-9 instructions. If you would like a copy of these instructions, please call the Diamond Resorts International Accounts Payable Department at 1.702.823.7634.

    DRM does not share this information with anyone, except as required by law. If you have any questions, please call the Diamond Resorts Accounts Payable Department at 1.702.823.7634.

Any rental income derived from an account with suspended usage will be handled in accordance with the Timeshare Instrument and project documents.

I have read, understand, and agree to the above Rental Program Terms & Conditions. Please release my deeded vacation week to DRM.

_____ _____
Unit Owner Date Unit Owner Date