

Dear Interval Owner,

Thank you for inquiring about the rental program. Enclosed you will find the following forms:

- -Rental Agreement
- -W-9 (for US Citizens)
- -W-8ECI (for Non-Resident Aliens)

## Rental Agreement

Please read the Rental Agreement over carefully and fill it out completely. Remember to sign and date the form. This form gives us your permission to place your week into the rental program for the date and year specified only, A new Rental Agreement will need to filled out each year that you would like to place your week into the rental program.

## W-9 (for US Citizens)

If you are a US Citizen, please complete Form W-9 making sure that your Social Security Number has been entered correctly. This number will be used for tax reporting as required by the Internal Revenue Service. (If you are a US Citizen, please disregard Form W-8ECI.)

## W-8ECI (for Non-Resident Aliens)

If you are a Non-Resident Alien, please complete Boxes 1 through 5 on Form W-8ECI. If you have a valid US Taxpayer Identification Number (USTIN), please enter that number in Box 6 of the form. If you do not have a valid USTIN, then please leave Box 6 blank. Providing this number will affect your eligibility for tax exempt status. This number will be used for tax reporting as required by the Internal Revenue Service. Please be sure to sign and date the form at the bottom. (If you are a Non-Resident Alien, please disregard Form W-9.)

A non-resident alien is an individual who is not U.S. Citizen or resident, and is subject to withholding at the current rate of 30%. Withholding exemptions to avoid non-resident alien withholding may be allowed if you can provide Enchanted Isle with a valid U.S. Taxpayer Identification Number (USTIN). Enchanted Isle's non-resident alien reporting requirements are covered in detail in the IRS' "Publication 515, Withholding of Tax on Non-Resident Aliens and Foreign Corporations."

As a reminder, Enchanted Isle is unable to guarantee your rental and will NOT be notifying you of either rental or non-rental.

If you have any questions in regards to the Rental Agreement or the rental program, please do not hesitate to call us.

Sincerely,

The Enchanted Isle Resort

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