3160 Asbury Avenue, Main Office 109 E. 55th Street

LEADER - SALES - RENTALS

Leon K. Grisbaum, Owner Frank C. Shoemaker, Broker of Record Michael V. Moss, Rental Manager

BERGER REALTY

3160 Asbury Avenue Ocean City, NJ 08226

Serving Ocean City for Over 100 Years
• Since 1920 •

www.bergerrealty.com

2025 Re-Book Request

1330 Bay Avenue 1670 Boardwalk

(609) 399-0076 1-888-399-0076 Fax: (609) 398-6883

OPEN 7 DAYS A WEEK

Dear Valued Customer,

Thank you for choosing Berger Realty! We hope you enjoy your stay. If you have any questions or if we can be of any service to you, please do not hesitate to contact us. We are here to help your vacation experience in Ocean City, NJ be memorable, relaxing, and fun!

If you have ever thought about purchasing your own home in Ocean City, please give us a call. We can show you any home for sale in Ocean City, connect you with local lenders and contractors and help you through the home buying process. We have numerous properties within a large range of prices, and we would be very happy to assist your family in finding that perfect property.

IF YOU WANT TO COME BACK TO THIS PROPERTY IN 2025, PLEASE CONSIDER REBOOKING NOW.

Vacation rental properties have been booking earlier and earlier every year and we don't see the demand slowing down in 2025. Please fill out the form below if you want to rebook this property for the same week next year.

NAME:					
ADDRESS:					_
PHONE (H):	PHONE (C):				_
EMAIL:@	· ·	_			
RENTAL PROPERTY:	er e		2 0	Se e	
BERGER AGENT:					
PREFERRED DATES FOR NEXT YEAR:	/ /	ТО	1 .	/	

We will confirm the week's availability and the rate. Rates are not guaranteed to be the same each year. After we confirm the availability and the rate for next year, we will contact you and a lease will be sent to you. Please sign and return the lease with the deposit of \$185.

BERGER REALTY Checklist

Sunglasses П **Hair Ties PERSONAL ITEMS** Lotion Money Makeup П **Debit/Credit Card Floss Driver's License** Aloe Sunglasses **Insurance Cards** FUN STUFF Masks Camera & Charger П PROPERTY ITEMS **Phone & Charger** Linens Games **Blankets Books Towels** KIDS PACKING **Trash Bags** LIST **Dish Soap/Sponges** Umbrella **Paper Towles Clothes & Extra Clothes** Toys **Tote Bags Towels Pajamas Toilette Paper** Shoes **Hand Soap** Hats **Pillows Bath Products Plastic Wrap Hand Wipes Aluminum Foil Blankets Zip Lock Bags Toiletries Laundry Supplies Tablets Napkins BABIES & Light Cleaning Supplies** TODDLERS VACATION

Diapers & Wipes Pacifiers Sippy Cups Stroller Formula **Filtered Water** Stuffed Animals П Pack 'n Play **BEACH PACKING**

LIST

Swimsuits П Cover-Ups Hats Flip Flops **Water Shoes**

Hair Ties

- Hairbrush Sunscreen
- **Eye Drops**
- **Hand Sanitizer**
- **First Aid Kit**

BEACH ESSENTIALS

- **Beach Bag**
- Chairs
- Large Blanket or Mat
- **Beach Cart or Wagon**
- Snacks
- Cooler
- Drinks
- **Water Bottles**
- **Plastic Bag**
- **Swim Diapers**
- **Trash Bags**

BEACH **FUN STUFF**

- **Inner Tubes**
- **Boogie Boards**
- **Floats**
- Goggles
- Snorkels
- Volleyball or Football
- Frisbee
- Corn Hole
- Portable Speaker

Compliments of

BERGER REALI

Leon K. Grisbaum • Since 1920 •

4 Locations To Serve

3160 Asbury Ave. 609-399-0076

ESSENTIALS

First Aid Kit

Band Aids

Bug Spray

Deodorant

Toothpaste

Conditioner

Shampoo

Hairbrush

Soap

Prescriptions

Toothbrushes

Stomach Medicine

Razor & Shaving Cream

Tylenol

109 E. 55th St. 609-399-4211

1670 Boardwalk 609-391-0500

1330 Bay Ave 609-391-1300

www.BergerRealty.com

WE HOPE YOU ENJOYED YOUR STAY. PLEASE REFER TO THESE GUIDELINES FOR VACATING YOUR UNIT

CHECKOUT INSTRUCTIONS:

- 1. Leave the property clean (refer to the cleaning checklist below)
- 2. Set A/C at 75°
- 3. Secure all windows and doors
- 4. Vacate by 10am
- 5. Return your keys to Berger Realty

CLEANING CHECKLIST:

KITCHEN

- O Wipe down countertop/stovetop
- O Empty refrigerator/freezer, spills wiped
- O All kitchen items washed and put away
- O Sweep floors if necessary
- O Empty trash and recycling

BATHROOMS

- O Rinse tub/sink; wipe counter if necessary
- O Sweep floors if necessary
- O Remove all personal items
- O Empty trash

BEDROOMS

- O Sweep or vacuum if necessary
- O Empty trash
- O Look in drawers, under bed, in the closet for personal items

GENERAL

- O Vacuum and/or sweep living room/dining room area when needed
- O Place trash and recycling in proper outside containers
- O All furniture/decorative items in original positions
- O Clean barbeque grills after each use
- O All items you brought, take out—this includes all food!

DO YOU HAVE YOUR...

- O Phone/electronics chargers
- **O** Medications

O Glasses

O Movies/games/books

PLEASE CHECK THE PROPERTY FOR ANY ADDITIONAL INSTRUCTIONS, CLEANING REQUIREMENTS OR ADDITIONAL INFORMATION PROVIDED BY THE PROPERTY OWNER.

Summer trash and recycling collection schedule

starting the second Monday in June and ending on the Saturday following Labor Day

Please make sure all trash and recycling is separated and lids are on trash cans. Recycling should not be bagged.

Longport Bridge to north end of 9th Street Monday and Thursday (yard waste Thursday)

South side of 9th Street to north side of 28th Street Tuesday and Friday (yard waste Tuesday)

> South side of 28th Street to 59th Street Wednesday and Saturday (yard waste Wednesday)

Drive Thru Checkout

NO NEED TO LEAVE THE CAR!

Please look for signs or Berger Realty agents outside our offices to collect your keys and any checkout items before you park.

Refrigerators and Air Conditioning What you need to know!

AC Units

Please read the following information to avoid problems with your air conditioning. A typical air conditioner can cool a property approximately 15 degrees cooler than the outside temperature. To avoid damaging your AC unit, please follow these simple directions.

1. If the unit is on when you arrive, do not lower the thermostat too fast to avoid freezing up the line (2-3 degrees in an hour)

2. If the unit is off when you arrive, turn it to cool, auto, and set the thermostat 5 degrees lower than the current temperature reading. (Changing the temperature at the thermostat only tells the system when to turn on or off, not the temperature of the air coming out of the vents. Turning it down does not make the air come out cooler! Turning it way down can break the unit.)

3. Never set the thermostat lower than 68 degrees. If the homeowner posts a restriction please follow their wishes, they know the limits of their system.

4. Leave all doors and windows closed, the air conditioning unit is re-circulating the air in the house. If you are letting in hot and/or humid air, you are slowing the process.

5. Close blinds/shades/curtains over windows that get direct sun.

6. Turn on all ceiling fans to help circulate the cool air.

Refrigerators

Refrigerators are open for longer than usual periods of time Saturday mornings during check out time with tenants emptying them, and the cleaners wiping them down.

Follow these simple tips to prevent problems.

- 1. Keep the temperature dial at the mid-range mark (no lower or you risk freezing the motor and breaking the appliance)
- 2. Keep the doors closed as much as possible.
- 3. Put in only your perishable items at first. Do not load the refrigerator with warm items initially. After an hour or so, add other room temperature items a few at a time at about one-hour intervals. If you add too many warm items at once (like a case of beverages) to a refrigerator that has been sitting empty, it will warm the interior so much it can then take hours to recover.
- 4. Generally, if the freezer is working, the refrigerator is working. Give it time to do its job.
- 5. Brought or bought a lot of perishables? Put a bag or two of ice(sold at Wawa, Blitz's, CVS, grocery stores, etc.) in the fridge when you load it. Try putting the ice in zipper bags or bowls, whatever you can find that won't leak as the ice melts. That should help cool the interior more quickly.
- 6. Tip: to cool cans/bottles of beverages quickly, fill a cooler or the sink with a 50/50 mix of ice and cold water. Add salt (a handful for a smaller container, more for something larger), submerge beverages and swish for several minutes!!

UTILITY/CITY SERVICES PHONE NUMBERS

- · Non-emergency Police 609-399-9111
 - · Non-emergency Fire 609-525-9182
- So. Jersey Gas-Leaks Only 1-800-582-7060
 - · AC Electric-Power Outage 1-800-833-7476
 - Comcast **Cable-Internet** 1-800-391-3000

MEDICAL NEEDS

- · Shore Medical Center 609-653-3515
- Call for hours and directions: 609-407-2273 Atlanticare Urgent Care (2 locations) 210 South Shore Rd (Marmora)
- Cape Regional Urgent Care 609-465-6364 443 Shore Rd (Somers Point) 8 South Dr. (Marmora)

MISCELLANEOUS

Grocery:

- Acme 34th and Bay 609-525-2160
- Acme 8th and West 609-814-9780
- Shoprite 4 W. Roosevelt Blvd 609-545-0410 Marmora

Convenience Markets:

- 34th & Haven 609-398-6080 13th & West 609-398-7754 · Wawa
- 21st & Asbury 609-399-9983 34th & Asbury 609-399-6080 · Blitz's
- 55th & Haven 609-399-9980 1340 Asbury 609-399-1343 Boyars

Pharmacy:

- 16th and Haven 609-391-0070 34th & Simpson 609-399-5252 CVS
- Walgreens 13th & West 609-814-1954

Ocean City Free Public Library 609-399-2434 (free wireless internet)

Aquatic and Fitness Center

resident membership required; call center for Pool/gym/racquetball; Monthly/weekly nondetails. 609-398-6900

OUTDOOR RECREATION

8ay, 8th& Haven, 15th& Bay, 29th& West, 34th St & Playgrounds: North & Haven, 6th& Atlantic, 6th& West/Asbury, 52nd& Haven

Basketball: North & Haven, 6th& Atlantic, 8th& Haven, 15th & Bay, 34th Street

Tennis: Reservations required 35th St: 609-525-9308 18th St: 609-525-9307 6th St: 609-525-9306

Boardwalk: Two and a half miles for biking (5amlogging. Distance is conveniently marked every noon, mid-June to Labor Day), walking, or quarter mile.

IRASH SCHEDULE

Please remember: Just as the next tenant will be outting out some of your trash, please put out all rash at the unit on your designated days.

Place trash out by 6am.

- Monday, Thursday Longport Bridge to north side of 9th St
- Tuesday, Friday south side of 9thSt to north side of 28th St
- Wednesday, Saturday south side of 28thSt to
- **Public Works:** 609-399-6111 ext 9710

MANDATORY SINGLE STREAM RECYCLING:

Paper and cardboard can be mixed and set out Bottles, cans and jars can be mixed and placed in brown paper bags or in a container with a in any rigid container with a recycling label; recycling label along with cans & bottles.

All trash and recycling must be in containers No plastic bags

DESIGNED FOR YOUR COMFORT PLEASE REVIEW THIS AND CONVENIENCE. INFORMATION



Welcome to Ocean City! "America's Greatest Family Resort"

Monday-Saturday: 9am-5pm Sunday: 10am-5pm Office Hours:

5 SIMPLE STEPS TO A GOOD START

1. CHECK ALL KEYS:

The first thing you should do before unpacking anything is to make sure all sets of keys get you into the unit. You don't want to start unloading if there is a problem with your keys! Make sure both sets work properly! Only checking one set is a sure way to have someone locked out later.

2. DO A WALK THROUGH:

Designate someone to walk through the unit before you start unpacking. Make a list of any pre-existing damages you see and provide this to your agent within 24 hours of checking in. We are open until 5pm on Saturday and 10am to 5pm on Sunday.

3. DON'T OVERFILL THE REFRIGERATOR!!

Anything room temperature that you put into an empty refrigerator will warm the interior and it can take hours for the fridge to cool back down. Check the orange sheet enclosed in your check in envelope for tips on how to properly manage the refrigerator.

4. DON'T FREEZE UP THE AIR CONDITIONER!!

Never set the air conditioner below 68 degrees. Check the orange sheet enclosed in your check in envelope for tips on how to properly manage the air conditioning system.

5. READ OVER THE INFORMATION PROVIDED IN YOUR CHECK IN ENVELOPE

We have provided helpful and necessary information in your envelope with your comfort and safety in mind. Please take a moment to review the provided information. Put the envelope and information in a safe place so that you can refer to it when needed, and return your keys in the envelope to Berger Realty when you check out.

RELAX AND ENJOY! BUT IF YOU RUN INTO A PROBLEM:

WHAT TO DO IF YOU CAUSE ACCIDENTAL DAMAGE IN THE PROPERTY:

If you don't have a security deposit, you probably purchased an insurance policy through CSA which covers the property against accidental damages during your stay. There is CSA paperwork enclosed in your check in envelope. Please call Berger Realty immediately to report any damage you cause so that we can begin the paperwork, call the property owner, and start the process of repair or replacement for the next guest.

LOCK YOURSELF OUT?

Call police **non-emergency** after 5:00 pm for assistance if you lock yourself out after Berger office hours. 609-399-9111. We are open until 5pm on Saturday and 10am to 5pm on Sunday.

HAVING A PROBLEM IN THE UNIT?

Call Berger Realty during office hours and we assist you. Please do not email your agent about problems as this could delay the process. Berger Realty does not authorize or make repairs nor do we staff maintenance or cleaning personnel. We must contact individual unit owners to arrange for all cleaning and repairs.

EMERGENCIES: Call 911 for any fire, police or gas emergency and leave the unit if necessary.

CLEANING EXPECTATIONS: You are expected to leave the property in clean condition. A cleaning checklist has been provided with your check in information for your convenience.

IF THE PROPERTY OWNER HAS LEFT CLEANING OR OTHER INSTRUCTIONS PLEASE FOLLOW THEM

HELPFUL INFORMATION

BEACH TAGS (REQUIRED JUNE 2-SEPTEMBER 1)Beach tags are \$10 weekly, available at several

locations or directly from tag checkers on the beach in the summer. Seasonal tags good for the entire summer are \$25.

Property owners are not required to provide tags however if they are left in the unit as a courtesy, kindly return the courtesy by replacing any SEASONAL TAG you lose prior to checking out.

GUARDED BEACHES The lifeguard schedule is subject to change. Please call 609-525-9200.

SURF CHAIRS (free beach wheelchair program) Chairs are available on a daily or weekly basis, reservations recommended, call 609-525-9304. **PERSONAL PROPERTY** Secure your bikes, beach gear, etc. at all times to guard against theft.

NOISE ORDINANCE: Ocean City enforces a noise ordinance. Please be courteous to your neighbors between the hours of 10pm and 8am. Call 609-399-9111 to report noise violations.

GRILLING is not permitted on decks, within any building (including garage and carport) or within 5 feet of any structure.

NO PETS allowed in the unit <u>at any time</u> unless permitted in your lease.

NO SMOKING in the unit or near an open window or door of your unit.

INTERNET The property should have login information for the internet somewhere in the unit, (welcome letter, binder, taped to modem, on fridge, etc.).

CSA VACATION RENTAL DAMAGE COVERAGE DOCUMENTATION



Dear Guest,	
Welcome! We are pleased to have you as our	guest, and we are committed to providing an
outstanding vacation experience.	
Please use this form to:	
Document any damage you discover at the let us know as soon as you discover the dayou won't be responsible for it.	property at the time of check-in. It's important to amage. This will document pre-existing damage so
	age coverage, use the attached page to report any it be afraid to report the damage – that's why you
3 Please be reminded that any benefits unde	r this program have been assigned by you to your
Vacation Rental Agency	
Part 1: The following damage was noted at the	e property when I checked in:
Guest Name	Date
	the state of the s

Report any pre-existing damages at the property to Berger Realty within <u>24 hours</u> of check-in. Report any other damages within <u>24 hours</u>.

Date

Vacation Rental Agent Name

Please return all CSA forms to your Berger Realty agent. Berger Realty will process the CSA claim form and submit for payment. Please do not submit the forms directly to CSA.



VACATION RENTAL DAMAGE COVERAGE CLAIM FORM

SECTION 1: (To be filled out by the	Luct/Jonant)					
SECTION 1: (To be filled out by the Guest/Tenant) NAME OF GUEST/TENANT		RESIDENCE TELEPHONE NUMBER CE		CELL PHONE NUMBER	CELL PHONE NUMBER	
POLICY NUMBER		E-MAIL ADDRESS				
MAILING ADDRESS		CITY		STATE	ZIP CODE	
DESCRIPTION OF LOSS - PROVIDE THE DATE OF THE INCIDENT, DETAILED DESCRIPTION OF THE HOW THE LOSS OCCURRED, & ITEMS DAMAGED						
SECTION 2: (To be filled out by the V	acation Rental Aaent))				
VACATION RENTAL AGENCY	CONTACT		BUSINESS TELEPHONE NUMB	ER		
CHECK-IN & CHECK-OUT DATES	RESERVATION CONFIRMATION NU	JMBER	EMAIL ADDRESS			
COMPANY MAILING ADDRESS		CITY		STATE	ZIP CODE	
PROPERTY MAILING ADDRESS		CITY		STATE	ZIP CODE	
DETAILS OF LOSS						
DATE OF REPORT & TO WHOM WAS THE INCIDENT REPORTED?		DESCR	RIBETHE INCIDENT THAT CAUSED	THE DAMAGE		
IS THE LOSS THEFT RELATED?		CAN THE DAMAGE BE REPAIRED?				
If YES, you are required to fill out a police report and submit a copy with this claim. If YES, please submit a copy of the repair estimate. If NO, please fill out Amounts Claimed below.						
ALANIAN A DESCRIPTION OF IT		1 7 0 OLAIN	1ED			
SECTION 3: DESCRIPTION OF ITE				m and a second		
DESCRIPTION - PLEASE INCLUDE MANUFACTURER, MODEL, AND SERIAL NUM	MBER		ORIGINAL PURCHASE DATE	ORIGINAL PURCHASE PRICE	REPLACE/REPAIR COST	
		1227 8				
	1000 and 100					
			LESS AMOUNT RE	CEIVED FROM OTHER SOURCE	ES	
Notice: If you have more items, please attach separate sheet				AMOUNT CLAIME		



VACATION RENTAL DAMAGE COVERAGE CLAIM FORM

SECTION 4: (GUEST/TENANT & VACATION RENTAL AGENT: PLEASE READ NOTICE BELOW & SIGN)

FRAUD WARNINGS AND DISCLOSURES

Arizona: For your protection Arizona law requires the following statement to appear on this form: Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

Alaska, Minnesota, New Hampshire: A person who knowingly and with intent to injure, defraud, or deceive an insurance company files a claim containing false, incomplete, or misleading information may be prosecuted under state law.

Arkansas, Louisiana, New Mexico, Texas, West Virginia: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

California: For your protection California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

Colorado: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to any insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

Maine, Virginia, Tennessee, Washington: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

Delaware, Idaho, Indiana: Any person who knowingly, and with intent to injure, defraud or deceive any insurer files a statement of claim containing any false or misleading information is guilty of a felony.

Florida: Any person who knowingly and with intent to injure, defraud, or deceive any employer or employee, insurance company, or self insured program files a statement of claim or an application containing any false or misleading information is guilty of a felony of the third degree.

Hawaii: For your protection, Hawaii law requires you to be informed that presenting a fraudulent claim for payment of a loss or benefit is a crime punishable by fines or imprisonment, or both.

District of Columbia: WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits, if false information materially related to a claim was provided by the applicant.

Oklahoma: Warning: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Kentucky, Pennsylvania: Any person who knowingly and with intent to defraud any insurance company or other person, files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil negatives.

Kansas: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto may be guilty of insurance fraud as determined by a court of law.

Maryland: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

New Jersey: Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

New York: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each violation.

Ohio: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

Oregon: Any person who knowingly and with intent to defraud, files a claim for benefits may be guilty of insurance fraud and may be subject to prosecution.

insured(s) and the Agent(s), attest that all the stater else involved in this matter, to verify whether or not t identification and prevention of potential fraudulent DBA The General Insurance Company of Trieste & Ver	nents in this document are true and complete to the best of my/our nis loss occurred. I/we further authorize CSA Travel Protection to rele activity to Generali U.S. Branch, Generali Assicurazioni Generali S.p. A	equivalent of my/our manual signature(s) on the document. I/we, the knowledge. I/we authorize CSA Travel Protection to contact me/us or at ease and share claim information including that which may be used in to LUS. Branch, Assicurazioni Generali – U.S. Branch, Generali U.S. Branch, Stonebridge Casualty Insurance Company, Transamerica Casualty I business associates assisting in the processing of the claim.	he
GUEST/TENANT'S SIGNATURE	PRINT NAME	DATE	- 22
VACATION RENTAL AGENT'S SIGNATURE	PRINT NAME	DATE	

VACATION RENTAL AGENTS REMEMBER TO SUBMIT THE FOLLOWING WITH THIS CLAIM FORM:

- · FOR THEFT CLAIMS, A COPY OF THE POLICE REPORT
- \cdot PHOTOGRAPHS OF THE PROPERTY DAMAGE
- · REPAIR ESTIMATES
- · ORIGINAL PURCHASE RECEIPTS OR ESTIMATES
- · REPLACEMENT RECEIPTS
- · A COPY OF THE PROPERTY/LEASE AGREEMENT

SUBMIT FORM

CLEAR FORM

CSA Travel Protection P.O. Box 939057 San Diego, CA 92193



SOUTH JERSEY LINENS

Rent Linens and Towels for your Vacation!

Let us provide quality linens, towels, cribs, and baby and beach items so you can relax and enjoy your vacation!

-Linen Sets

-Towel Sets

-Beach Towels

-Cribs

-High Chairs

-Beach Chairs

-Bed Making

-Beach Carts and More!

https://linens.bergerrealty.com

231 West Avenue Ocean City, NJ 08226 609-905-5051