



PACIFICA

vacation rentals

New Listing Form - Get Started

To get started please complete the three page Listing Form that follows and send us your photographs. The following will give you some suggestions on how to complete the form.

Writing Headlines

- ☀️ Keep it short and simple. You should use 3 to 8 words to capture a traveler's attention. Imagine writing your headline on a highway billboard.
- ☀️ Stand out from the crowd. Mention a unique amenity your property offers guests. Share what makes your home special.

Property Description

- ☀️ Paint a mental picture. What would it be like to stay at your rental home? Start by describing some of the best feature inside your home. Sell your property first, and the local area attractions second.
- ☀️ Appeal to your ideal guest. Communicate the benefits of your vacation home to a specific traveler type. Maybe its beach lovers, snowbirds, families with children or pet owners.
- ☀️ Help travelers find your property on the Web. Use specific details in your description. Mention names of local leisure activities, tourist attractions, restaurants (example: use the word "Walt Disney World" instead of "theme park")
- ☀️ If you don't have internet service, we recommend you obtain it as this feature is highly desired by renters.
- ☀️ If you are amenable to having many guest in your home, try to maximize the number and size of beds, sleeper sofas, rollaway beds, and/ or futons. A three bedroom home that can sleep 10 with 4 children on sleeper sofas or rollaway beds is more desirable than the same home that can only sleep 4 or 6.

Picture Perfect

- ☀️ Maximize your property's exposure! You can feature up to 25 photos on your Pacifica listing. Try to include at least one picture of every room in the home plus pictures of front, back, and outside view and amenities. Remember a renter wants to know exactly what they are getting before they book. If your photos are more than two or three years old, we suggest you take new ones.
- ☀️ Remember the money shot: Have at least one incredible photo that shows what is most desirable about the home (e.g. Beach, Golf Course, Living Room, Exterior, Kitchen, Master Bedroom, Pool/ Hot Tub, Scenic View).
- ☀️ Put your photographs into JPEG/JPG format and keep the maximum file size of the photos to no more than 500KB
- ☀️ Send us your photos via e-mail to vrinfo@pacificateam.com. We will upload them to your listing. Please include your name and the property address.

Size Up Your Competition

- ☀️ Set the right price. Search for properties that are similar to your own to determine a competitive rate.
- ☀️ Toot your own horn. If your rate is higher than other properties in your area, communicate the value of a higher price in your photos, amenities, location or other special feature.

Read, Set, Rent

- ☀️ Update your calendar regularly with any personal reservations you make. **Remember it is the properties with accurate calendars that receive more inquiries and which reservation agents prefer to promote.**
- ☀️ Set prices that are realistic so you get more inquiries. Also make clear to the booking agents what sort of flexibility you have.
- ☀️ Create booking rules. Is there a two day or 1 week minimum? What is your damage deposit amount?
- ☀️ To get the full access to all our numerous partner websites, we need to setup your property to do online booking. Send in the information for the basic listing and then schedule an appointment to format your listing for online booking.
- ☀️ For multi-unit properties please fill out a form for each.

New Listing Form

Please complete the following:

Personal Information:

Owner's Name:

Owner's Name:

E-mail Address:

E-mail Address 2:

Phone:

Home- _____

Cell- _____

Work- _____

Cell 2- _____

Work 2- _____

Rental Property Address:

Address:

City:

State/ Province:

Country:

Postal Code:

Billing Address

Address:

City:

State/ Province:

Country:

Postal Code:

What is the closest city or town to your rental home

Describe Your Rental Home:

Headline _____

Description



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Amenities: Please mark any which may apply to your property.

Nearby Attractions and Activities:

- | | | | |
|--|---|--------------------------------------|---|
| <input type="checkbox"/> Antiquing | <input type="checkbox"/> Swimming | <input type="checkbox"/> Golf | <input type="checkbox"/> Historical Sites |
| <input type="checkbox"/> Art Exhibits | <input type="checkbox"/> Surfing | <input type="checkbox"/> Fishing | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Sight Seeing | <input type="checkbox"/> Horseback Riding | <input type="checkbox"/> Skiing | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Theater Shows | <input type="checkbox"/> Walk to Shopping | <input type="checkbox"/> Hiking | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Sailing | <input type="checkbox"/> Tennis | <input type="checkbox"/> Hunting | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Snorkeling | | <input type="checkbox"/> Theme Parks | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Diving | | <input type="checkbox"/> Museums | |

In Your Home

- | | | | |
|---|--|--------------------------------------|---|
| <input type="checkbox"/> Television | <input type="checkbox"/> Oven | <input type="checkbox"/> Video Games | <input type="checkbox"/> BBQ/ Grill |
| <input type="checkbox"/> Cable or Satellite | <input type="checkbox"/> Dishwasher | <input type="checkbox"/> Pool Table | <input type="checkbox"/> Outside Shower |
| <input type="checkbox"/> Internet Access | <input type="checkbox"/> Coffee Maker | <input type="checkbox"/> Hot Tub | <input type="checkbox"/> Central Heat |
| <input type="checkbox"/> Wireless Internet Access | <input type="checkbox"/> Lines Included | <input type="checkbox"/> Sauna | <input type="checkbox"/> Air Conditioning |
| <input type="checkbox"/> Refrigerator | <input type="checkbox"/> Towels Included | <input type="checkbox"/> Pool | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Microwave | <input type="checkbox"/> DVD Player | <input type="checkbox"/> Deck/ Patio | <input type="checkbox"/> _____ |
| | <input type="checkbox"/> CD Player | <input type="checkbox"/> Porch | <input type="checkbox"/> _____ |
| | <input type="checkbox"/> Board Games | <input type="checkbox"/> Balcony | <input type="checkbox"/> _____ |

Suitability:

- | | | |
|--|---|---|
| ☀ Children Welcome: _____
Yes _____ No _____
_____ Ask | ☀ Elderly or Handicap: _____
_____ Yes _____ No _____
_____ Ask | ☀ Smoking Allowed: _____
Yes _____ No _____
_____ Ask |
| ☀ Pets Welcome: _____
Yes _____ No _____
_____ Ask | ☀ Wheelchair Entry: _____
Yes _____ No _____
_____ Ask | ☀ Dogs Only: _____
Yes _____ No _____
_____ Ask |

Beds:

- ☀ Bedroom One: _____ King, _____ Queen, _____ Double, _____ Twin/ Single, _____ Child Bed, _____ Sleep Sofa. Sleeps Max: _____
- ☀ Bedroom Two: _____ King, _____ Queen, _____ Double, _____ Twin/ Single, _____ Child Bed, _____ Sleep Sofa. Sleeps Max: _____
- ☀ Bedroom Three: _____ King, _____ Queen, _____ Double, _____ Twin/ Single, _____ Child Bed, _____ Sleep Sofa. Sleeps Max: _____
- ☀ Bedroom Four: _____ King, _____ Queen, _____ Double, _____ Twin/ Single, _____ Child Bed, _____ Sleep Sofa. Sleeps Max: _____
- ☀ Other _____



New Listing Form

Baths:

☀ Bath One: ____ Full Bath, ____ Half Bath, ____ Toilet, ____ Tub w/ Shower, ____ Tub, ____ Shower, ____ Bidet.

☀ Bath Two: ____ Full Bath, ____ Half Bath, ____ Toilet, ____ Tub w/ Shower, ____ Tub, ____ Shower, ____ Bidet.

☀ Bath Three: ____ Full Bath, ____ Half Bath, ____ Toilet, ____ Tub w/ Shower, ____ Tub, ____ Shower, ____ Bidet.

☀ Bath Four: ____ Full Bath, ____ Half Bath, ____ Toilet, ____ Tub w/ Shower, ____ Tub, ____ Shower, ____ Bidet.

Rental Rates: Enter the rental rates for your property below.

Season Name	#1 _____	#2 _____	#3 _____
Date Begins			
Date Ends			
Daily Rate	\$	\$	\$
Weekly Rate	\$	\$	\$
Monthly Rate	\$	\$	\$
Extra Night Rate	\$	\$	\$
Tax Rate	\$	\$	\$
Cleaning Fee	\$	\$	\$
Minimum Stay			
Security Deposit			

To Add additional information please attach extra pages to the back of this form. For Multi-unit properties, please fill out a form for each unit type. Please Fax (310-356-3533) or e-mail (vrinfo@pacificateam.com) this listing form to get started.