

PROPERTY MANAGEMENT CONTRACT

Undersigned:

Name _____
Address _____
Postcode _____
City _____
Country _____
Telephone _____
E-mail _____
IBAN _____
SWIFT _____

Hereafter referred to as 'Property Owner'

And:

De BeheerCompagnie B.V.
Timorplein 50
1094 CC Amsterdam
The Netherlands

Represented by its director Mr M.T. Meijer and hereafter referred to as 'Property Manager'

Agree as follow:

1. The Property Owner grants the commission to manage his / her property:

Address _____
Postcode _____
City _____

2. The Property Manager will manage the property starting:

Date _____

Op alle diensten van De Beheercompagnie BV zijn de Algemene Voorwaarden van toepassing. Deze Voorwaarden zijn te downloaden op de website www.debeheercompagnie.nl. Desgewenst worden de Voorwaarden afgegeven en/of toegezonden.

de BeheerCompagnie B.V.

Timorplein 50
1094 CC Amsterdam
T 020 – 880 11 62
M 06 – 112 9 60 60

E info@debeheercompagnie.nl
W www.debeheercompagnie.nl
KvK nr. 53.04.87.09 BTW NL.8507.23.358.B01
Rabobank 13.38.00.032

3. The property owner may terminate this contract in writing (by letter or e-mail) in accordance with the notice period of two calendar months.

4. The property management tasks and fees are (please mark):

Administrative and financial property management

- Tenancy contract, rental payments and deposit
- Check-in tenant: based on a check in report, inventory list and pictures the state of the property will be registered at the start of the tenancy
- Administration of the property during the tenancy
- Administration of the tenancy. Debt collection in case the rent hasn't been received on the first of the month. Calculation of utility costs and charges between tenant and owner. Yearly adjustment of the rent to inflation. Direct action when a tenancy ends avoiding vacancy
- Contact person for both tenant and owner
- Check-out tenant: based on a checkout report the state of the property will be compared with the state at the start of the tenancy. Calculation of the return of the deposit minus eventually costs
- Quarterly financial report of the administration of the property and tenancy

Fee 5% of the total monthly rent, minimum € 60,- per month

Technical property management

- Prepare the property for a rent out, like cleaning or maintenance jobs
- During a tenancy: repair and maintenance jobs. For each issue the responsibility between tenant and owner will be determined and a quote will be provided first
- Direct action when needed. We are available 24/7 for emergencies

Fee 4% of the total monthly rent, minimum € 50,- per month. This fee excludes actual labor and material costs of maintenance, damages or loss.

Full property management (administrative, financial and technical management)

Tasks: as mentioned above at: 'Administrative and financial property management' and 'Technical property management'

Fee 6% of the total monthly rent, minimum € 70,- per month

All fees are excluded VAT

5. The Property Owner must inform the Property Manager on all matters relevant to the property.

6. The Property Manager performs professional property management and will keep the Property Owner informed about all matters relevant to the property.

Agreed:

Property Owner:

Date:

Property Manager:

Date:

Attachment: Property registration form

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