

## Property Management Agreement

This Agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2011, between \_\_\_\_\_(Owner), and  
ReMax Results \_\_\_\_\_,(Manager).

Owner hereby employs the services of Manager to manage, operate, control, rent and lease the following described property:

\_\_\_\_\_

### Responsibilities of Manager

Owner hereby appoints Manager as his agent to do any and all lawful things necessary for the fulfillment of this Agreement, including the following:

1. To submit all leases, modifications, and extensions to owner for review and execution.
2. To collect all rents as they become due and to remit to Owner all income.
3. To hire and supervise labor for maintenance and repairs of property. Expenses are the responsibility of the owner.
4. To advertise the property; to show property to potential renters; to rent and lease the property; to sign, renew and cancel rental agreements and leases for the property.
5. Run tenant background credit checks via Tenant Check.
6. Provide keys and move-in checklist to tenants upon signing of the lease. Supply tenant with utility information.
7. To be the primary contact for any questions and/or concerns of tenants and relay information to property owner.

### Responsibilities of Owner

1. Owner shall promptly furnish Manager with all documents and information required for the rental of the property.
2. Owner shall abide by all laws, including filing for rental licenses, permits, and obtaining certificates to comply with any provisions of state, city, village, and township laws.

### Liability of Manager

Owner agrees to defend, indemnify, and hold manager harmless from and against all actions, claims, allegations, liabilities, demands, damages, cost or expense of any nature whatsoever. Manager represents that it maintains adequate commercial general liability and errors and omissions insurance policy.

### Compensation of Manager

Owner agrees to compensate Manager as follows: \$300 paid at signing of this contract. \$100 per month, following the 3<sup>rd</sup> month of this contract paid or withheld from tenant's rent payment.

### Terms of Agreement.

This agreement shall be effective as of the \_\_ day of \_\_\_\_\_, 20\_\_, and shall expire on the \_\_ day of \_\_\_\_\_, 20\_\_.

Upon expiration of the above initial term, this Agreement shall automatically be renewed and extended for a like period of time unless terminated in writing by either party by providing written notice 30 days prior to the date for such renewal. Upon termination Owner shall pay to Manager any fees and/or expenses due Manager under terms of this agreement

### Security Deposit held by ReMax Results

This document represents the entire agreement between the parties hereto.

IN WITNESS WHEREOF, the parties hereto hereby execute this Agreement on the date first above written.

\_\_\_\_\_

Owner

\_\_\_\_\_

Manager

