P.O. Box 47-158
Trentham 5143
Ph: 04 527 0020
www.rentalmanagers.co.nz

RENTAL PROPERTY MANAGEMENT AUTHORITY

I hereby appoint RENTAL MANAGERS LIMITED as my agent to manage the property as listed in the attached schedule. I agree to pay you 8% plus GST of all rents collected by you. I understand that there will be no fee charged on top of repairs arranged by you.

I acknowledge that with this appointment you, as my agent, are to act on my behalf as if you were the landlord, within the terms of the Residential Tenancies Act 1986.

I authorise you to collect a bond to be paid to the Tenancy Bond Division on my behalf. When the tenancy is terminated I authorise you, after you inspect the property, to approve the refund to the tenant on my account, all or part of as you in your judgement see fit.

I understand you will send me statements as soon as possible after your "End of Period" date at the end of each month (payment and statements are sent first working day of the new month).

I authorise you to spend up to $400 on any one repair or maintenance issue at the property without reference to me. Except in emergencies all other repairs must have my prior approval. I agree to pay for any key cutting/Tribunal Application fee costs incurred by you.

I authorise you to arrange tenancies and sign tenancy agreements, bond lodgement and refund forms. I agree to pay advertising costs incurred by you when advertising my property for rent.

I require you to exercise reasonable care in the management of my property but I acknowledge that you do not guarantee the rent, the occupancy or the condition of the property.

This authority may be terminated by either you or me at any time by the giving of one months notice in writing.

I understand you will make inspections on the property every six months and I agree to pay you $30 plus GST per inspection per property managed. I understand that I will not be charged for bond inspections at the termination or commencement of a tenancy or for appointments to show prospective tenants the property.

I will advise you of anything you should know about the property i.e. Covenants.

In the event that the property is placed on the market for sale /or withdrawn within 1 year of the listing date then a one off charge of $500 plus GST shall apply, this fee does not cover any advertising costs incurred or any other costs related to the administration of the tenancy that would normally be paid.

 Initial……..

SCHEDULE

Address of Rental Property(s):

……

……

Surname: ……..……..……

First Names: ……

Bank Account Details: …… ……..……...…

Weekly Rent Sought: ……Bond: ……..…...

Owners address: ……..…

Telephone: (home) …… (Work)……..

(Mobile)…….. (Fax)……

Email address: ……

Emergency Contact: (Friend or Relative)…….

(Phone and address)……

Insurance Company: ……..……..

Inspection frequency (i.e. 3,4,6 monthly): ……....
(Check your insurance company requirements for inspection frequency)

Policy number: ……..

I have read and understood the Property Management Authority and Schedule.

Accepted and signed: ……...Date: …….