

Address of Home to Be Managed:

# HOME PROPERTY MANAGEMENT

8259 N. Military Trail #1, Palm Beach Gardens, FL 33410

[www.HomePropertyManagement.com](http://www.HomePropertyManagement.com) 561.624.4663

## PROPERTY MANAGEMENT AGREEMENT – SILVER PLAN

Details:

### 1. OWNER (HOMEOWNER)

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Best Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### 2. PROPERTY TO BE MANAGED

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Asking Rental Price for the Home:  
\$\_\_\_\_\_per month.

Lowest Acceptable Rental Price: \$\_\_\_\_\_per month.

Non-Real Property: \_\_\_\_\_

\*Non-Real Property to include Refrigerators, Washer, Dryer, Etc....

Home is Currently: Occupied  
Vacant

### 3. TERM

- A. **Commencement Date:** Upon Completion of this Agreement by all parties.
- B. **Initial Term:** 12 Months from Date of Commencement of this Agreement.
- C. **Automatic Renewal:** This agreement will automatically renew for a 12-month period on each yearly anniversary date.
- D. **Cancellation Notice:** Either party may cancel this agreement on the anniversary of the commencement with a 60-day written notice.
- E. **Tenancy:** This agreement coincides with any current or future tenancy to include leases that are inherited on behalf of the Owner, or when a new lease agreement is executed by Manager.
- F. **Change of Terms:** Any effective changes to this agreement after the initial term must be in writing and be presented to the other party at a minimum of 60 days in advance.

- G. **Owner Handbook:** Manager has created an Addendum to this agreement called the Owner Handbook that details Manager's pricing, policies, and procedures for Owner review and acknowledgement that this agreement coincides with upon commencement. Any effective changes to the Owner Handbook will be presented in writing.
- H. **Termination:** If Owner violates any terms of service contained in this agreement or Manager determines that effective management services can no longer be provided, Manager may terminate this agreement immediately without notice.

#### 4. LEASING AUTHORITY OF MANAGER

Owner grants to Manager the following authority which Manager may exercise on behalf of Owner's best interest:

- A. Advertise the Property for lease using methods Manager determines to be most effective.
- B. Place a "For Rent" sign on property in accordance with local rules and regulations.
- C. Place a lockbox on the home to allow Realtors® and pre-screened applicants with access for showings as deemed appropriate by Manager.

- D. Authorize other Managers, their associates, inspectors, appraisers, and contractors to access the property at reasonable times and to disclose security and lock box codes as required or needed to facilitate access to the home under Manager discretion.
- E. Duplicate keys and security devices as needed, at Owner's expense, to access the property for showings and repairs in a timely manner.
- F. Negotiate and execute leases on Owner's behalf at market rates of not less than 6 months, and no more than 12 months.
- H. Negotiate and execute any amendments, extensions, or renewals to any lease for the property on the Owner's behalf and Terminate leases for the property, negotiate lease terminations, and serve notices of termination.

#### 5. FINANCIAL AUTHORITY OF MANAGER

- A. Collect and deposit Owner rents, security deposits, and other funds related to the property in a trust account and pay any compensation and reimbursements due Manager under this agreement and any other persons this agreement may authorize to compensate.
- B. Collect all administrative charges without accounting to Owner any additional tenant fees, administration fees, processing fees, animal fees, application fees or any other tenant related charges associated with management.

