

Astick REALTY

INCORPORATED

www.AstickRealty.com



Dear Property Owner:

Astick Realty is now preparing for the **2010** summer season. Even though it is only October, we already have bookings for **2010**.

Please complete, sign and return the rental packet (2 front and back pages) to our office as soon as possible. Please be sure all information is accurate. This will enable us to update our summer rental book and web site to be prepared for the early-bird renters.

Astick Realty **does not** do Property Management under terms of this agreement.

It is the responsibility of the owner(s) to inspect the property, prior to the rental season and in between each weekly tenant to insure the unit is in good condition, and all appliances, air conditioners, and utilities are in working order.

We recommend you obtain a cleaning service before each tenant checks in, to insure your property is in good condition.

At your request Astick Realty will advertise your rental on www.ShoreHomes.com at no additional cost. Homeowner is responsible for providing digital photos.

Astick Realty shall not be held liable to the Landlord or Tenant for the fulfillment or non-fulfillment of any of the terms or conditions of our leases or for any action or proceedings taken by the Landlord against the Tenant or by the Tenant against the Landlord.

Your property must be registered and inspected with the City. We are not permitted to rent any property that is not registered and inspected. Please call the Bureau of Fire Prevention at 609-266-3102 for explanation and forms.

Sincerely,

Linda Astick

Homeowners must have the following items and supplies in their rental unit and have all in working order.

1. Blankets and pillows for the amount of people the unit sleeps.
2. Lights in every room and outside the unit in working order and extra bulbs in unit.
3. Vacuum working with extra bags and belts.
4. Mop and broom.
5. Cable TV: (at least the basic channels)
6. Air conditioning
7. Coffee pots, pots and pans, cooking utensils and large pots, etc.
8. Dishes, plates, cups, glasses, silverware, corkscrew, enough for the amount of people that the unit sleeps.
9. All properties listed **must** have an up-to-date certificate of habitability from the Brigantine Fire Department.

Recommended items to increase bookings:

- high speed internet
- upgraded cable package
- beach chairs
- DVD player
- TV's in all bedrooms
- outside shower
- grill
- Air Conditioning

EVERY HOMEOWNER MUST DO A FULL SPRING CLEANING.

This means: cabinets (inside & out), windows, underneath all furniture, cob webs, check rugs for shampooing, check all appliances (they **must** be working properly), comforters, window curtains and mini blinds **must** be washed.

IMPORTANT

Owners to supply us with 3 sets of working keys to their unit(s). 2 sets to be given to tenant upon move in and 1 set to be kept in the office in case of emergency.

Please complete this form and the rental information form (front & back) and return both to Astick Realty in the enclosed self-addressed envelope.

- Please review our agreement before signing.
- Please review the schedule, place an "X" over the weeks you have rented or wish to keep for yourself. **Please keep us updated so we do not double book your unit.**
- If you do different prices weekly, there is a line to specify weekly price on the rental agreement sheet.

Commission:

- _____ 13% - Listed with Astick Realty exclusively.
_____ 14% - Listed with Astick Realty and other Brokers.

Web site Information:

If you want your property advertised free on our website, we do require that no other Realtor signs be placed on the property.

- _____ I want my property advertised on Astick Realty website
_____ I do not want my property advertised on Astick Realty website

Security Deposit: 20% of total rental amount.

Check-in & Check-out Time: Check-out -- Saturday -- 11:00 AM
Check-in - Saturday -- 2:00 PM

I (Owner) _____ do hereby constitute and appoint Astick Realty, Inc. of Brigantine, NJ my true and lawful attorney, for me and in my name by signing this listing. Owner agrees that Astick Realty, Inc. will retain a _____ % rental commission on rentals received.

(1) To make, execute and deliver any lease or other instrument necessary for the rental of my property listed at _____
Brigantine, New Jersey 08203.

(2) To collect any and all rents in my behalf for said property.

(3) To make emergency repairs in the event I can not be reached.

Owners Signature _____