**EXCLUSIVE MANAGEMENT AGREEMENT**

This Agreement is between , **hereinafter** called **OWNER**, and **PAGE ONE PROPERTY MANAGEMENT,LLC.,** herein after called **AGENT,** and/or its assigns.

**EXCLUSIVE AGENCY:**

1. **OWNER** hereby employs the **AGENT** exclusively to rent, lease, operate and manage the property known as :

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address City, State, Zip

This Agreement will begin the \_\_\_ day of \_\_\_\_\_\_\_\_\_\_, 201\_\_ and thereafter will automatically renew for annual periods unless **OWNER/AGENT** give thirty (30) days written notice to terminate this Agreement. Should there be a lease on the subject property that extends beyond the thirty (30) day notice, this Agreement shall remain in full force and said lease expires. This Agreement shall remain in force UNTIL said lease expires.

2. All reservations and rentals of the unit shall be made in writing through the **AGENT** during the terms of the Agreement and extensions hereof.  **OWNER** has preferential right to occupy the unit and understands that if a **GUEST** cannot be moved, **GUEST** has priority.

3. **AGENT** agrees to render a monthly statement of receipts, expenses and charges and to remit to **OWNER** receipts less disbursement each calendar month. In the event the disbursement requirements shall be in excess of the rents collected by the **AGENT,** the **OWNER** hereby agrees to pay excess promptly upon demand by the **AGENT.**  However, **AGENT** will not be held liable in the event of failure of a depository.

1. **OWNER** shall pay **AGENT 20%** percent of the gross monthly income when leased as a furnished property, **10%** percent of the gross monthly income when leased as an unfurnished property. For unfurnished units, there is also a charge equal to 40% of of the first month’s rental on the initial rental and 20% of the first month’s rental on lease renewals. In addition, **OWNER** will pay an administration fee of **$25.00** per month.

5. **AGENT** will lease subject property for the highest market per month. **AGENT** is given the right to lease for as low as **$** per month for furnished leases, **$** per month for unfurnished leases.

6. **OWNER** agrees to provide **PAGE ONE PROPERTY MANAGEMENT, LLC,** with four (4) sets of house keys and two (2) mailbox keys. Also any membership cards, pool keys and club passes, etc.

7. **OWNER** acknowledges and agrees to allow **PAGE ONE PROPERTY MANAGEMENT, LLC.,** to place a combination lock box on their unit door for **GUEST’S** check-in purpose. There will be a one-time charge of **$50.00** for rental of the lock box for your unit door.

8. There will be a one time charge of **$ 100.00**for all new units to verify inventory list.

9. **OWNER** shall provide **AGENT** with a list of all warranties on the property and on its contents.

10. **AGENT** may hold funds at the termination of the Agreement to settle liabilities prior to final disbursement to **OWNER,** who shall pay any deficiencies within thirty (30) days of written notice from **AGENT** of amounts due.

11. Default by either party to the Agreement entitles the prevailing party, in any litigation, to court costs and reasonable attorney’s fees.

12. **OWNER** agrees to maintain funds in **AGENT’S** account of  **$ 350.00** to be used for emergencies, repairs and charges incurred in the maintenance and operation of the property. This deposit will be held in a non-interest-bearing escrow account at Wells Fargo Bank in Orlando, FL. In event **OWNER** adjusts the balance of this account using a credit card, **OWNER** agrees to a fee of 5% of the adjustment amount for credit card expenses.

13. **OWNER** shall be responsible for taking care of and paying for the following\*, unless other arrangements are made: (In the event that **AGENT** provides additional services, there may be a handling charge)

**Charges for locksmith, keys and locks All applicable insurance and taxes**

**Pest control services to interior All costs, including fees, to evict**

**Applicable licenses & life safety & fire code requirement Professional maintenance service**

**Telephone Bill Cable Bill**

**Electricity Bill Trash & Water Bill**

\***OWNER** shall be solely responsible for all other charges, fees, dues, costs and expenses.

14. **OWNER** is solely responsible for all insurance on the property and its contents. **OWNER** further agrees to provide proof of insurance to **AGENT** prior to any **GUEST** taking occupancy. **AGENT** will not be responsible for any damages due to neglect or accident caused by **GUEST**. **KEEP YOUR PROPERTY FULLY INSURED**.

**INSURANCE CO:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_POLICY # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**AGENT & PHONE NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OWNER** shall carry at their expense, fire, extended coverage and public liability insurance, and should indicate that the coverage applies to short-term rental property. The policy shall be so written to protect **AGENT** in the same manner and same extent as **OWNER**. Please notify your insurance provider to specify Page One Property Management, Inc. as additional insured on your policy. Should insurance require, by its terms and provisions, the insurance carrier shall not be permitted to cancel coverage without giving thirty (30) days prior written notice to **AGENT.**

15. The **OWNER** hereby gives the **AGENT** a limited power of attorney to rent or lease subject property, to execute rental agreements, to terminate rental agreements, to issue receipts, to compromise and settle claims in the **OWNERS** name, to collect rents and deposits, collect and remit sales taxes levied under Chapter 212, Florida Statutes (F.S.) to the Department of Revenue, begin and follow through with any eviction proceeding if necessary, and to inspect said property anytime **AGENT** deems necessary. The **OWNER** shall reimburse **AGENT** for any legal costs and attorneys fees extended in the execution of the terms of this Agreement.

16. If during the continuance of this agreement, **OWNER** decides to sell the property, **AGENT** shall have the first right to list the property with the local Multiple Listing Service at a commission not to exceed five percent (5%) of the gross selling price. The **AGENT** shall be entitled to receive a commission according to the terms of this paragraph in the event the real property subject to this agreement is purchased by any tenant placed in the property during the period of the tenant’s lease or within two years after its expiration.

17. **AGENT** may institute repairs and purchase materials for the property and pay for such from **OWNER'S** funds. **OWNER** acknowledges that **AGENT** may include a handling charge when managing repairs or purchasing materials for the property. The **AGENT** agrees to secure prior approval from the **OWNER** for repairs in excess of $200.00 with the exception of air conditioning. **AGENT** will make reasonable effort to contact **OWNER**. In emergencies when **OWNER** cannot be contacted, **AGENT** is authorized to make such repairs as necessary without prior consent of **OWNER**.

ANY ADDITIONAL COMMENTS:

EXECUTED THIS DAY OF \_\_\_\_\_\_\_\_\_\_\_\_\_201\_\_\_.

OWNER (Print Name) (Signature) OWNER

SOCIAL SECURITY NUMBER SOCIAL SECURITY NUMBER

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOME ADDRESS

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOME TELEPHONE BUSINESS TELEPHONE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FAX E-MAIL

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PEDRO FERNANDEZ SALVADOR, LIC. REAL ESTATE ASSOCIATE

FOR PAGE ONE PROPERTY MANAGEMENT, INC.

EXCLUSIVE MANAGEMENT AGREEMENT ADDENDUM

This EXCLUSIVE MANAGEMENT AGREEMENT ADDENDUM (this “Addendum’) is entered into and made effective as of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2017 (“Effective Date”), by and between \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (“Owner”) and ­­­­­­­­­­­­­­­­­­­­­­­­­­­Page One Property Management, LLC (“Agent”).

In consideration of the mutual representations, warranties, covenants and agreements contained herein and in the underlying agreement, the parties hereto agree as follows:

All recitals are herein incorporated into this agreement.

Either party to the underlying agreement may terminate at any time with thirty (30) days written notice to the other party for just cause. All notices as provided for shall be in writing and sent postage prepaid by Certified Mail, Return Receipt Requested. Just cause shall be failure to remedy a contractual or ethical issue within a thirty (30) day time period upon receipt of written notice. Should Agent not remedy the issue within a thirty-day period, a thirty-day notice of cancellation may be submitted by Owner.

Agent is entitled to hire outside legal, with Owner consent and any eviction maters as necessary.

Owner will indemnify and hold harmless Agent and shall defend Agent from all loss, damage or injury, including all judgments, liens, liabilities (including attorney fees and costs of litigation), debt and obligations resulting from actions arising from the subject property, its occupants or its contents in any form.

Owner(s):

By\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Agent:

By\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Pedro Fernandez Salvador, Manager

Page One Property Management, LLC