



Property Management Services
Ray White Ponsonby
Damerell Earwaker Realty Ltd
Licensed (REAA 2008)
PO Box 47 028, Ponsonby
PHONE: 09 376 7441
FAX: 09 378 6830
www.rwponsonby.co.nz
This business is independently owned and operated

EXCLUSIVE LISTING AGREEMENT FOR:

No: _____ Street: _____ Suburb _____

Dates - From: _____ To: _____

OWNER/LANDLORD DETAILS: _____ Casual/or Management

Name: _____ Signatories _____

Address: _____

Suburb: _____

Ph: Bus: _____ AH _____ Mob _____

Fax: _____ Email _____

Bank Account# _____ Bank _____ Branch _____

Account Name _____

NO. OF KEYS SUPPLIED: _____ REMOTES (Yes/no) _____

ACCESS DETAILS: _____ Tel.contacts: _____

TENANTS NAMES: _____

PROPERTY DETAILS

Available Date _____ Price per week _____ Periodic/Fixed _____

Bedrooms _____ House T/House Unit Apartment Studio

Garden Garage Carport Off Street Parking Shed Workshop Pool

CHATTELS

Stove (Gas/Electric) Carpet/Lino Wooden floors Blinds/Drapes Light Shades

Washing Machine Drier Fridge/Freezer Microwave Dishwasher

FEES

- \$100 + GST one-off fee on the successful letting of your property.
- Advertising on Ray White Website provided free of charge all other advertising costs will be passed onto the Landlord.

All Fees to be paid to Damerell Earwaker Realty Limited.

SPECIAL CONDITIONS

Water rates to be paid by: Owner Tenant

Lawns/Gardens to be done by: Owner Tenant

Pets permitted Yes/No (Dog? - Cat?) Smoking Permitted? Yes/No

Body Corporate: Yes/No? Secretary

Electric/Gas Co? ICP Numbers:

Description of property for advertising: _____

I hereby list my property with Damerell Earwaker Realty Ltd Property Management and authorise you as follows:

- (a) To have access to my rental property
- (b) To prepare Tenancy Agreement & Bond Form in consultation with the landlord at all times and to arrange for both to be signed by the tenant and landlord
- (c) To lodge the bond with the Department of Building & Housing (tenancy services)
- (d) To collect the first rent from the tenant and lodge into the landlord's bank account, on the 1st and 16th of each month or the next working day
- (e) To charge the tenant a letting fee
- (f) To collect 2 weeks rent and 2/3 weeks bond

Should anyone other than Damerell Earwaker Realty Ltd let this property during this agreement, or you employ a salesperson to market the property, there will be a minimum fee charged of \$100 plus GST.

This agreement can be terminated by either party by giving 7 days notice in writing.

Owners Signature _____ Dated _____