



Green Pea Real Estate Sales & Mgmt. Services

518 West Dominick St #5, Rome NY 13440

Office (315) 351-2988 / Fax (917) 464-8697 / Trishe@Greenpeare.com

PROPERTY MANAGEMENT AGREEMENT

Dated this (mm/dd/yyyy) _____; between Green Pea Real Estate Hereafter called the Company, and _____, the property owner.

PURPOSE: Whereas Owner desires to engage a Property Manager and whereas the Company is in the business of property management the parties have entered this agreement to provide management services for the property(s) listed hereunder: (Use back of form for additional listings if necessary.)

PROPERTY TO BE MANAGED:

Table with 6 columns: Address, City, State, Zip, County, # of Units

Owner/Landlord Information

Name(s) _____ Email _____
_____ Email _____
Phone _____
Mailing Address _____

The Company to provide the following services:

Rent collection: Management shall collect rent each month from all tenants residing in the premise.

Ten Percent (___%) of each months collected Rent

Tenant documents, Forms and Notices

Lease violation notices: late rent, persistent neighbor complaints, unsanitary and other habits that may adversely affect the property condition or cleanliness, or health and safety to other tenants.

Tenant Services & Retention (24/7) - We ask tenants to call during regular office hours for non-emergencies (Mon - Friday 10am to 6pm), but we are family run and will answer calls after hours at our discretion. The voicemail is always on and I check messages periodically during off hours.

Basic file keeping & Accounting

Send monthly rent roll, income and expense statements with notes you should know from the month past and the month(s) ahead, copies of documents, receipts and other documents pertaining to client properties on file.

[X] Leasing Services

\$400.00

Advertising, Rental Application, tenant screenings: credit, previous address and employment verification.

1 Year guarantee w/contract.

*Management has exclusive right to lease all apartments at managed building(s) covered in this agreement

- [] Maintenance & Janitorial Services (Owner pays per incident)
[] Snow removal (To be determined)
[] Grass removal (To be determined)

* Please note: Management shall receive commission on total amount of rent collected each month for the number of units specified in this agreement; including rents sent directly to the owner by HUD or other agencies.



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TERMS: The Company shall keep the Owner's properties in good living condition through regular inspections and arranging and supervising repairs and maintenance as needed. (In consultation with owner)

The Company shall also use its best efforts to keep each property fully occupied with qualified tenants. In addition the Company shall work with owners to remove any tenant that is not paying rent or otherwise violating the terms of the lease agreement despite multiple notices.

The Company will collect all rents, fees, fines and all other income, if any, for the Owner's properties and shall turn all collected rent over to the Owner in the manner directed in this agreement.

Owner agrees to cooperate with the Company to keep their building(s) in good living condition for tenants.

As the Owner, you shall be responsible for maintaining or authorizing management to maintain Hazard insurance for each of your properties managed by under this agreement.

Both parties expressly agree that the relationship between the parties is solely as an INDEPENDENT CONTRACTOR and no other relationship, including that of employer/employee shall be implied or otherwise deemed to exist between them.

TERMINATION OF AGREEMENT: This agreement shall terminate automatically at the end of 30 days if the Owner shall provide a notice of termination at least 30 days prior to the end of term to the Company or the Company provides a written 30 day notice to the Owner.

In addition the parties may cancel the agreement by mutual consent after the first six months if they find they have major operational differences and find they can't successfully work together.

MISCELLANEOUS: This contract shall be interpreted and governed by the laws of the State of New York and any provision that is deemed unenforceable or illegal shall be struck from the agreement and it shall continue in full force and effect for the balance of the term.

This agreement shall be effective as of the date the agreement is signed by both parties and shall be for a period of six (6) months at eight percent (___%) commission on the total of rents collected each month, after the initial six (6) month period, this agreement shall automatically renew annually at ten (___%) monthly commission on each months collected rent payments, until such time as one of the parties shall cancel this agreement with 30 days' notice.

Any changes or modifications to the agreement must be in writing and signed by both parties.

Send monthly balance(s) between the 12th - 15th of each month via:

Transfer/Deposit
Bank Name _____
Account Number _____

Send Check to:

Property Owner(s) _____ Date _____

Property Owner(s) _____ Date _____

Patricia Hamilton,
Licensed Real Estate Broker