

## **Apartment Management – Agreement for short term rentals**

### **Apartment description (size, number of rooms) :**

### **Address :**

The present agreement is between Barcelona Dream Apartments (BDA from now on) who will manage the short term rentals in the apartment, and the owner of the apartment.

- 1- Barcelona Dream Apartments will exclusively handle all promotion, excluding the possibility to work with other agents.
- 2- If , during the management period of the present agreement, there are any blocked dates due to previous reservations with other agents, such dates should be notified to BDA before signing this agreement. The handling of those reservations and the compensation to BDA for handling them will be coordinated before signing.
- 3- BDA will take care of all management tasks including promotion, seeking reliable renters, guest's check-in and checkout, cleaning and general maintenance of the flat. The possible collaboration of the owner in any of those tasks should be agreed before signing the agreement.
- 4- BDA will handle any incident and could require the owner's help in case of the flat's infrastructure being defective.
- 5- BDA commits to request a security deposit to the tenant. The amount will be agreed between the owner and BDA.
- 6- BDA will take care of cleaning the flat after every stay, will determine the amount of the cleaning fee and will work with its own personnel.
- 7- BDA will determine the flat's rental price and will work on a dynamic pricing basis, being able to increase or decrease prices according to high-low season and high-low demand periods and days. The goal would be to reach the maximum possible yearly profit, which doesn't always mean having the highest nightly price rate.
- 8- The flat will be handed over to BDA clean and tidy, with all appliances working.
- 9- If the flat infrastructure turns out to be defective during the first 15 days of the present agreement, the owner will pay an additional "Getting ready" fee for BDA to handle the set-up and fine-tuning of the flat. Flat infrastructure includes : gas, electricity, water, water heater, heating, pipes, drainpipes (no clogging), appliances, door locks, walls (no moisture, cracks or leaks). Getting ready fees can be found in attachment 1.
- 10- BDA is paid on commission, receiving a percentage of the owner's profit. The percentage will vary according to the contract's length :
  - Less than 3months management contract : 30% commission.
  - More than 3 months management contract : 25% commission.
- 11 – Payments will be sent directly to the owner by bank transfer every time there is a new tenant. The bank transfer will be sent out the next day of the tenant's arrival and may take a few days to reach the owner's bank account. Most commonly, there will be payments every week and the payments may take 4-5 days to reach the owner's account.

12 - Any change altering the length of the current contract should be communicated at least 1 month in advance and there will be a penalty fee according to the length of the current agreement :

- Less than 3months management contract : 100€ penalty.
- More than 3 months management contract : 300€ penalty.

The apartment will be managed by BDA from the date agreed below under the clauses.

Start date :

Contract length or end date :

Owner's signature

Barcelona Dream Apartment's signature



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## Getting Ready Fees

**Getting Ready Basic** Home Cleaning before first guest's arrival : 30€

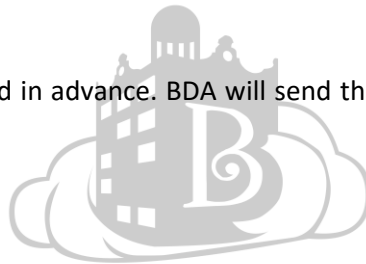
**Getting ready "First rental"** Buying bed linen+towels+cleaning : 60€ + costs.

**Getting ready "Brand new flat"** Buying furniture+home appliances+bed linen+towels+cleaning : 800€ + costs.

**Getting ready "Technical check-up"** Handling the check-up or repair of the flat's infrastructure by technical personnel : 150€ + costs.

**Renovation package** We handle renovation works: 20% of the total renovation cost.

All Getting Ready fees are to be paid in advance. BDA will send the owners all the invoices and make a balance at the end.



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