

Condo Management Solutions

PROPERTY MANAGEMENT AGREEMENT

A. Parties

This Agreement is between **Charlee Chard**, owner(s), and Condo Management Solutions, LLC. Both parties enter into this agreement for property management services provided by Condo Management Solutions, LLC for this property(s) owned by Owner listed below

B. Property(s) to Be Managed

Condo Management Solutions, LLC will be renting out **Pinnacle** if the property is or becomes vacant, under a separate written rental agreement at the rate of 1/2 month's rent.

C. Dates/Terms

This agreement becomes effective as of **May 9, 2006**. This agreement is for a term of month to month. Owner or Condo Management Solutions, LLC may cancel this agreement at anytime. Both parties agree to give the other a minimum of 30 days advance notice. This agreement may be terminated immediately for any one of the following reasons: Proof of Sale.

D. Responsibilities

The Owner hereby assigns the Condo Management Solutions, LLC as agent to handle the following responsibilities:

1. Rent Collection

- collect rents when due
- sign rent receipts (if applicable)
- maintain rent-collection records
- collect late rents and charges
- prepare late rent notices
- serve late rent notices on tenants
- serve rent increase and tenancy termination notices
- deposit rent collections in bank

2. Maintenance / Repairs at Owner(s) Cost

- give rental violation notices when applicable
- accept tenant complaints and repair requests
- inform Owner of maintenance and repair needs
- categorize and maintain written log of tenant complaints
- garbage disposal stoppages repairs
- faucet leaks
- appliance repair
- heater repair
- handle all other routine maintenance and repairs
- coordinate repairs with contractors if needed (with owner approval)

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3. Other Responsibilities

- Provide number to tenants so they will have an emergency contact number

E. Payment terms

Condo Management Solutions, LLC will be paid in advance on the 1st day of each month as follows 10% of the monthly rent per month/per unit as follows:

A. Pinnacle Unit # [REDACTED]

F. Additional agreements and amendments

Owner and Condo Management Solutions, LLC agree that any modifications to the agreement must be in writing and signed by both parties:

G. Signatures

Owner Charlee Chard Sign Charlee Chard Date 5/9/06

Owner _____ Sign _____ Date _____

Condo Management Solutions, LLC duly authorized _____ Date _____