



Thank you for choosing Keller Williams Oceanside Realty – Ocean City! Please accurately fill in all information including weekly, monthly and/or seasonal rates. Make sure to block off any time reserved by you, repeat tenants or other Realtors.

**OWNER INFORMATION**

Name: \_\_\_\_\_ Social Security/Federal.D.#: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Email Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Local Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Rental Checks Made Payable to: \_\_\_\_\_

**IN CASE OF EMERGENCY – Contact the following:**

Appliance Repair: \_\_\_\_\_ Electrician: \_\_\_\_\_

Plumber: \_\_\_\_\_ Handyman: \_\_\_\_\_

Cleaning: \_\_\_\_\_ HVAC Repair: \_\_\_\_\_

**RENTAL PROPERTY INFORMATION**

KW Exclusive 12% _____ CO-OP Rentals 12% _____ List Cooperating Realtors – Rentals _____ _____
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Owner authorizes Keller Williams Oceanside Realty permission to place a rental sign on property. YES: \_\_\_\_\_ NO: \_\_\_\_\_

**KELLER WILLIAMS OCEANSIDE REALTY RENTAL LISTING POLICIES**

1. Rental Listing Agreement. Owner represents that the He/She is the Owner of the Property or authorized by the Owner of the Property to sign this Rental Listing Agreement and that the Owner has the legal right to lease the Property. In consideration of the services to be performed by Keller Williams Oceanside Realty, the Owner does hereby authorize and give Keller Williams Oceanside Realty a listing to lease this Property at the prices listed or for any other price for which the Owner may agree. The term of this Rental Listing Authorization is effective the date Owner executes this agreement and will automatically renew annually. Owner may terminate this agreement by submitting request in writing to Keller Williams Oceanside Realty 60 days prior to date of termination. If this is a non-exclusive listing and other real estate agencies are authorized to lease this Property on behalf of the Owner, the Owner has designated the other rental agents where indicated.
2. Rental Payment Collection and Disbursement. Keller Williams Oceanside Realty shall collect on behalf of Owner all rental payments and security deposits required. All such funds shall be placed in Keller Williams Oceanside Realty Escrow Account prior to disbursement. Owner acknowledges that any payment shall not be disbursed to the Owner until a reasonable time after such funds have cleared the account of Keller Williams Oceanside Realty.
3. Commission. Owner agrees to pay Keller Williams Oceanside Realty a commission of 12%. All payments are to be collected by Keller Williams Oceanside Realty and the commission shall be deducted from rent received by the Keller Williams Oceanside Realty. In the event that Keller Williams Oceanside Realty has made a payment to the Owner, which the Tenant withdraws or otherwise cancels such that Keller Williams Oceanside Realty never receives the funds, the Owner agrees to reimburse Keller Williams Oceanside Realty for any such funds. Keller Williams Oceanside Realty may deduct such reimbursement from any funds of Owner held or received by Keller Williams Oceanside Realty. Owner understands and agrees that the commission fee is solely for the purpose of securing tenants and does not include property management services. Keller Williams Oceanside Realty is not a property manager. Owner is solely responsible for all Property inspections. In addition, in the event a tenant procured by Keller Williams Oceanside Realty purchases or leases the Property from the Owner within two (2) years of the date of the lease, the Owner agrees to pay Keller Williams Oceanside Realty a commission of 12% or 14% for the rental and/or 6% for the purchase. **AS LESSOR AND/OR SELLER, YOU HAVE THE RIGHT TO INDIVIDUALLY REACH AN AGREEMENT ON ANY FEE, COMMISSION OR OTHER VALUABLE CONSIDERATION WITH ANY BROKER. NO FEE, COMMISSION OR OTHER CONSIDERATION HAS BEEN FIXED BY ANY GOVERNMENTAL AUTHORITY OR BY ANY TRADE ASSOCIATION OR MULTIPLE LISTING SERVICE.**
4. Security Deposit. The Owner understands and agrees that the security deposit may be automatically refunded ten (10) days after termination of the lease unless otherwise directed by the Owner to Keller Williams Oceanside Realty in writing. The Owner is solely responsible for monitoring the condition of the Property and advising Keller Williams Oceanside Realty, in writing, as to the disposition of the security deposit within the time period required. In the event of any dispute, the Owner authorizes the release of the Owners address and contact information.
5. Non-refundable Tenant Administrative Processing Fee. The undersigned Owner understands and agrees that Keller Williams Oceanside Realty may charge a non-refundable tenant-administrative processing fee to the tenant under each lease. This fee represents the efforts of Keller Williams Oceanside Realty in processing the rental application of the tenant. The undersigned Owner understands that Keller Williams Oceanside Realty represents only the Owner in this rental transaction and the commission to Keller Williams Oceanside Realty in this agreement as well as the tenant administrative processing fee represent compensation from both parties for the rental transaction. This fee will be deducted from the first payment made by the tenant.
6. Owner Indemnification. Owner hereby indemnifies Keller Williams Oceanside Realty for any and all claims, losses and expenses, including reasonable attorney's fees, incurred in connection with the rental of the Property, including the holding or release of any security deposit or the placement of real estate signs on the Property. Owner hereby authorizes Keller Williams Oceanside Realty to release the security deposit to the tenant as set forth in this listing agreement. Owner understands and agrees that Keller Williams Oceanside Realty is acting as Rental Agent only and is not a manager of the Property.
7. Sign Authorization. Owner hereby grants Keller Williams Oceanside Realty the authority to place a rental sign on the Property. The Owner acknowledges that the Owner is aware of the Ocean City, New Jersey municipal ordinances governing real estate signs. The Owner further acknowledges that no other broker has been given the authority to place a real estate sign on the Property, which would result in violation of the Ocean City, New Jersey ordinances governing real estate signs. The Owner is solely responsible for any and all violations of municipal ordinances in regard to the placing of real estate signs on the Property.
8. Condition of Property. Owner represents and warrants that the Property is habitable and is in compliance with all Local, County, State and Federal laws and regulations including but not limited to those pertaining to Licensing, Land Use, Health, Housing Code and Fire Safety.
9. Repairs. The owner authorizes Keller Williams Oceanside Realty to undertake repairs, replacements or cleaning up to a maximum of \$200.00 for each incident. For repairs, replacements or cleaning exceeding this sum, Keller Williams Oceanside Realty must obtain permission of the Owner. Keller Williams Oceanside Realty will endeavor to contact the Owner and utilize the services of the Owner's designated contractors for any such work. Owner further agrees that the property has complete accommodations for sleeping (excluding linens) and dining which are adequate to handle the maximum occupancy limited stated.
10. Consumer Information Statement. By signing this Listing Agreement, the owner acknowledges receipt of the Consumer information Statement on New Jersey Real Estate Relationships. We, as authorized representatives of Keller Williams Oceanside Realty intend at this time to work with you as Owner-Landlords agent only.
11. Attorney General Memorandum. Owner acknowledges receipt of the Memorandum of the Attorney General of New Jersey regarding the New Jersey Law against Discrimination and Federal Fair Housing Law.

By signing below the Lessor acknowledges that he/she has read all pages of the Listing Agreement, understand the contents, warrants the accuracy of all property and personal information, and that no agreement or conditions exists, other than those contained herein.

Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Rental Unit Information	
Address:	
Unit:	
Property Type:	
Bedrooms:	
Den:	
Bathrooms:	
Sleeps:	
Air Conditioning:	
Heat:	
Unit Phone Number:	
Parking:	
Pets Allowed:	
Smoking Allowed:	
Term of Listing:	Date of Executed Listing Agreement – Automatic Renewal Annually. Owner may terminate Listing Agreement by submitting request in writing to Keller Williams Oceanside Realty within 60 days of termination date.
Description:	

Weekly Rental Security Deposit Information	
Please indicate the desired Security Deposit amount below. A weekly rental is from Saturday to Saturday. Check-In-Time is at 2:00PM and Check-Out-Time is at 10:00AM. We recommend at least 10% of the rent.	
Security Deposit:	\$ _____

Room Type	Count / Type	Bedding Count / Type	Count / Type
Bed 1			
Bed 2			
Bed 3			
Bed 4			
Bed 5			
Bed 6			
Bed 7			
Bed 8			
LR			
Den			

Rooms	X
Living Room	
Dinning Room	
Family Room	
Den	
Kitchen	
Deck	
<b>Appliances</b>	
Washer	
Dryer	
Ironing Board	
Vacuum Cleaner	
Refrigerator	
Range/Oven	
Dish Washer	
Trash Compactor	
Garbage Disposal	
Microwave	
Coffee Pot	
Toaster	
Blender	
Fans	
Baby Equipment	
<b>Special Features</b>	
Elevator	
On Site Security	
Gym	
Ceiling Fans	
Beach Supplies	
Grill	
<b>Outdoor</b>	
Deck Furniture	
Swimming Pool	
Jacuzzi	
Sauna	
Beach Front	
Outside Shower	
<b>Entertainment</b>	
Internet	
Cable TV	
Wireless Internet	
Televisions #	
VCR #	
DVD #	
Stereos #	
Phones #	

2012 Weekly Rentals			Long Term Rentals				
1/7/12	_____	5/12/12	_____	9/15/12	_____	1/7/12	_____
1/14/12	_____	5/19/12	_____	9/22/12	_____	1/14/12	_____
1/21/12	_____	5/26/12	_____	9/29/12	_____	1/21/12	_____
1/28/12	_____	6/2/12	_____	10/6/12	_____	1/28/12	_____
2/4/12	_____	6/9/12	_____	10/13/12	_____	2/4/12	_____
2/11/12	_____	6/16/12	_____	10/20/12	_____	2/11/12	_____
2/18/12	_____	6/23/12	_____	10/27/12	_____	2/18/12	_____
2/25/12	_____	6/30/12	_____	11/3/12	_____	2/25/12	_____
3/3/12	_____	7/7/12	_____	11/10/12	_____	3/3/12	_____
3/10/12	_____	7/14/12	_____	11/17/12	_____	3/10/12	_____
3/17/12	_____	7/21/12	_____	11/24/12	_____	3/17/12	_____
3/24/12	_____	7/28/12	_____	12/1/12	_____	3/24/12	_____
3/31/12	_____	8/4/12	_____	12/8/12	_____	3/31/12	_____
4/7/12	_____	8/11/12	_____	12/15/12	_____	4/7/12	_____
4/14/12	_____	8/18/12	_____	12/22/12	_____	4/14/12	_____
4/21/12	_____	8/25/12	_____	12/29/12	_____	4/21/12	_____
4/28/12	_____	9/1/12	_____		_____	4/28/12	_____
5/5/12	_____	9/8/12	_____		_____	5/5/12	_____

