

AUTHORITY TO MANAGE

Landlord:

Address:

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Phone: home:..... Work:..... Mobile:.....

Details of property, conditions and Bank details per previous page.

Other notes:

I hereby appoint rentals bop ltd – V Ruske Realty Ltd MREINZ my agents for the purpose of arranging the letting or leasing of my property described herein and for the period and on the terms and conditions set forth, and authorise you to sign an agreement in accordance therewith.

I authorise you to collect all rents owing from time to time on the property and to pay them out in accordance with my instructions, I authorise you to spend up to \$200 on any one repair without reference to me.

I authorise you to deduct your letting fee from the initial payment made by the tenant prior to allocating the balance to the rent and bond, the letting fee is to be charged to the tenant over and above rent and bond payments.

I authorise you to deduct your management fees and reimbursements for money expended on my account. You shall use your best endeavours to ensure continuity of the rental and maintenance of the property, however neither the company or you shall not be personally liable to me for any default in payments of rent or for any damage caused to the property by the tenant whether or not the tenancy has been arranged by you.

This authority may be terminated by either party giving one months notice in writing.

If the property is let or leased by you or through your instrumentality or to anyone introduced through your agency, either at the rental for the period and on the terms and conditions stated, or at such other rental for such periods and upon such terms and conditions as are acceptable to me, I agree to pay you the commission calculated at **7.5%** of the rent collected **including GST** . We further agree to pay a handling fee of 7.5% incl GST on all water rates payments made and collected on our behalf.

I authorise you to collect a bond from the tenants equivalent to three weeks rent, while every endeavour will be made to collect the bond in one payment, I authorise you to accept less than the three weeks bond in the first instance with the balance to be paid off by the tenant. All bonds to be held on behalf of the tenant will be forwarded to the Tenancy Bond Centre.

I hereby warrant that if not the sole owner of the property that I have authority of the owner/s of the property to make this appointment.

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Signature of Owner/s

Dated:.....