

ALPINECO HOLIDAY LET

AGREEMENT FOR HOLIDAY HOME MANAGEMENT



Between

Alpineco Holiday Let - Tekapo, New Zealand

And

**The Property Owner Noted In
The First Schedule**

FIRST SCHEDULE

(Details and Commercial Terms)

Property Owner:	
Property Name:	
Property Address:	
Postal Address of Owner:	
Owner Email:	
Owner Mobile Number:	

Commencement Date:	
Termination Notice Period:	

Nightly Rental:	
Additional Rental:	
Maximum No. Of Guests:	
Management Fee:	
Booking.com Channel Fee:	

Linen Charges:	
Cleaning Charges:	

Signed By The Owner:	
Signed By The Manager:	
Date Of Agreement:	

SECOND SCHEDULE

(Minimum Chattels and Equipment)

Kitchen:

<ul style="list-style-type: none"> - Toaster - Electric Jug - Cutting Board - Cutlery (enough for maximum guests plus 2 extra settings) - Utensils e.g. tongs, spoons, knives, spatula, masher for food preparation - Plates, bowls, side plates etc. (enough for max guests + 2) - Serving dishes, bowls, platter - Pots (various sizes – at least 3) - Frying pan (large enough for the max guests) 	<ul style="list-style-type: none"> - Mugs or cups (enough for the max guests + 2) - Water/juice glasses (enough for max guests + 2) - Wine glasses (enough for the max guests + 2) - 3 airtight containers for tea, coffee and sugar - Salt and pepper containers - Cooking oil and some herbs are good to have in the kitchen - Rubbish bin - Rice cooker (saves burnt pot bottoms) - Wok (much appreciated by our many Asian visitors)
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Bedrooms:

<ul style="list-style-type: none">- Good quality comfortable beds- Electric blankets on all beds (except top bunks)- Mattress and pillow protectors + spares- Duvet inner and washable duvet cover + spares- Warm blankets- Washable bedspread or quilt/espresso blanket	<ul style="list-style-type: none">- Good quality pillows (2 per person)- Drawers or space for visitors clothes- Side tables with bedside lamps- Clothes hangers in wardrobes <p>* Please ensure all bedding is named</p> <p>* Smoke alarms throughout the house are essential</p>
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Living Area:

<ul style="list-style-type: none">- Comfortable seating (enough for the max guests)- TV with minimum of Freeview (simple set-up) <p>* WIFI is essential</p>	<ul style="list-style-type: none">- DVD player is a plus- SKY TV is a plus- Suitable furniture e.g. coffee tables etc
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Bathroom/Laundry:

<ul style="list-style-type: none">- Rubbish bin- Toilet roll holder- Toilet brush	<ul style="list-style-type: none">- Bathroom heater- Hair Dryer- Washing Machine & Dryer (or drying rack)
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Dining Area:

<ul style="list-style-type: none">- Dining table and robust chairs (enough for max guests)- Placemats/coasters to protect your table – easily cleaned- Fire extinguisher
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Outside:

- Outdoor furniture
- BBQ is a plus
- MDC Red Bin, Yellow Bin & Blue Bin

Heating:

- All homes must have adequate heating. If you have a log burner the chimney will need to be cleaned annually.
- Firewood can be ordered for you on request. You will also need to supply an axe, wood basket and kindling basket.
A Kindling Cracker is recommended for safe guest kindling chopping.
- If you have a heat pump this will also need to be serviced (generally twice a year – spring and autumn to ensure that it works correctly)
- In addition to these you will also need a smaller column heater or similar safe heater in every bedroom.
- In summer a fan is appreciated

Other Items: (which will make visitors feel more welcome)

- A guest book
- A selection of books, games and DVDs
- A shed for them to store bikes, skis etc
- Outdoor umbrella

STANDARD TERMS AND CONDITIONS

You appoint Us, from the date of this agreement until it is cancelled in accordance with clause 4, as sole and exclusive agent for You to manage the property described in the First Schedule, together with the chattels and Equipment specified in the Second Schedule, for the purposes of renting the Property out as holiday visitor accommodation to visitors ("visitors"), on the following terms and conditions, and We accept such appointment on those terms and conditions.

1. Property

You agree to:

- 1.1.** Keep the Property in a condition that meets or exceeds the expectations of visitors, including the provision of the Chattels and Equipment described in the Second Schedule;
- 1.2.** Without limitation to 1.1, keep the Property in good condition and carry out any necessary repairs or maintenance promptly and in a good tradesman-like manner such that the services in the property are in good working order, and that the Property is a safe and healthy place for visitors to stay;
- 1.3.** Provide us with three (3) sets of keys and access to the Property at all reasonable times;
- 1.4.** Keep your contact information with us current, including your bank account for the payment of net rent collected;
- 1.5.** Keep the Property and contents insured on a full replacement basis, with the insurer on notice that the Property is used for holiday rentals;
- 1.6.** Ensure that the Property is safe and meets all applicable regulatory requirements from time to time;

1.7. Give us at least three (3) months' notice of times when the Property will not be available for rental accommodation (being used by you, your family, or friends); and

1.8. Keep us indemnified and shall hold us harmless for:

1.8.1. any costs (including legal costs on a full indemnity basis), losses, or damages that we may suffer as a result of your breach of any clause in this Agreement; and

1.8.2. any costs (including legal costs on a full indemnity basis), losses, or damages that we may suffer as a result of a claim made against us by a guest where we have not been in breach of this Agreement.

2. Our Obligations

We agree to:

2.1. Deal with you in good faith and act in your best interests applying all the usual obligations of an agent to its principal;

2.2. Will market and advertise the property on our website (alpinecotekapo.nz) and otherwise discuss marketing the Property for holiday accommodation; and

2.3. Treat visitors professionally and respectfully;

2.4. Will put in place between you and the visitor agreements covering the visitor's stay in the Owners Property that are standard in the context of short-term visitor accommodation in place and in use in the South Island of New Zealand from time to time;

2.5. Ensure that visitors comply with the terms of their rental and enforce those terms against those visitors on your behalf;

2.6. Account to you promptly, by Statement and Invoice, for all rentals received and costs incurred;

2.7. Subject to the Property being in a satisfactory condition at the commencement of this Agreement, ensure that the property is cleaned, serviced, and replenished on an ongoing basis such that it meets the standards expected of visitors renting the property;

2.8. Arrange for any urgent maintenance or repairs to be undertaken on the Property when We become aware of the need for this work to be undertaken. This may include plumbing or electrical emergencies. We will as soon as possible inform you of any repairs that we have undertaken on your behalf. Ongoing non-urgent maintenance will be discussed with You as and when needed; and

2.9. Discuss with you from time to time the Nightly Rental, and additional Rental rates shown in the First Schedule such that those rates remain in line with the market, the features and location of the Property considered.

3. Management Fee

3.1. You agree to pay us the Management Fee shown in the First Schedule.

3.2. You agree to meet, from the rental collected, the costs of marketing, servicing and cleaning as described in the First Schedule, plus the costs of replenishing consumables used by visitors (tea, coffee, cleaning products etc) and miscellaneous household items requiring replacement.

3.3. You authorise us to deduct the Management Fee and the costs noted at 3.2 from gross rental received by us.

3.4. We agree to pay the net rental received by us (after the deduction of our Management Fee and the costs of servicing) to your nominated account as soon as reasonably possible after receipt, usually on or around the 10th of the month following.

3.5. If you owe us any money, we will be entitled to charge you for the cost of collection, including legal costs on a solicitor client basis. We will be entitled to charge interest at 12% per annum on any sums that are in arrears from time to time.

4. Termination

4.1. This Agreement may be terminated by either party giving written notice to the other, provided that no less than the notice period stated in the First Schedule is given by the cancelling party.

4.2. A cancellation of this Agreement shall not release either party from any breach that pre-existed the termination. The indemnities provided at 1.7 shall also survive termination.

