

# Nancy Grant

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## Realty

Old Bartlett Road  
P.O. Box 268  
North Conway, NH 03860



Sales and Rentals  
603-356-5371

May 24, 1989

Dear Homeowner

It is my intent with this letter to update all of my listings of short and long term rentals. It's been a while since we have put everything on paper, and with a lot of owners trying to have me take on their new condos or chalets, I really need to know what I will be working with. It is not my intent to take on a lot of new listings, but rather to better serve the ones I already have. There is an awful lot of competition out there, not only with so many new condos, but with all the offices now in the rental business.

Because of this, and the changes I've had to make to accommodate the increased advertising and such, I am going to up on my rates by a very little bit. As you know, we went into doing the linens for people last year. We did that without an increase because it was a decision made quickly. As you can easily imagine, it was much more expensive for me as the maids had to stay there and complete the laundry. I did wish to bring this up before you signed anything for this year, and would be perfectly happy for you to check on prices elsewhere. I think we're still pretty fair.

If you have any questions please give me a call, but get this in the mail ASAP. Have a great summer.

Sincerely yours,

p.s. One more thing: Make sure you put your S.S. number on the rental information sheet, if I don't already have it. Thanks again.

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### RENTAL AGREEMENT

This agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_ , by  
and between Nancy Grant Realty (Agent ), and  
\_\_\_\_\_ (Owner).

Whereas, Owner has a resort condominium, chalet, or other rental property, and Whereas, Agent owns and operates a rental management business in the Mount Washington Valley area in general, and Whereas, the Owner desires to take advantage of Agents' services in the rental of his/her unit in behalf of Owner: Now therefore, Owner appoints Agent as its agent to provide rental services for unit pursuant to the terms and conditions herein set forth.

#### Services:

1. Agent agrees to use its best efforts to rent unit at rental rates which are agreed upon between Agent and Owner.

2. Agent will provide maid service to units after rental of such unit, as well as hold a security deposit, take care of all State of N.H. Rooms & Meals Taxes, and keep track of short term rentals for I.R.S.

3. Rental collection & disbursement: Agent will, in most cases collect 50% of rental monies in advance, confirming rental with tenant. All other monies, including a 7% R.&M. Tax and a security deposit of \$100. will be collected upon arrival. As a rule Agents will send checks to Owners within 10 days after check-in.

Commission schedule: Rates shall be as follows:

30 % comm. on short term (under 31 days).

20% comm. on rentals from 30 - 120 days.

15% comm. on seasonal or yearly rentals.

#### Owners' obligations:

1. It is the Owners' responsibility to check the availability of the unit with Agent, even if notification has not been received, and to reserve time need by Owners.

2. Owner shall not list with other Agents, or promote rentals which, in the reasonable determination of the Agent, would interfere or compete with the efforts of the Agent, without first clearing this very specifically with Agent.

3. Owner should at all times have unit in prime condition: meaning that all supplies and equipment should be on hand and in good order. This means having on hand such things as cleaning supplies that could be used by tenant if so desired: soaps, garbage bags, vacuum cleaner etc..

4. On short term rents there should be either garbage pick-up service or an available dumpster. Also imperative is the removal of snow before a check-in.

5. Tenant Damage: Agent will take steps to insure that tenants leave the property in the same condition as received, however, Owner Agrees that agent is in no way liable for the damage, neglect, or other activities of the tenant.

Owners' Signature & Date \_\_\_\_\_

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### RENTAL INFORMATION SHEET

OWNER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TEL: HOME: \_\_\_\_\_ BUSINESS \_\_\_\_\_ RENTAL \_\_\_\_\_  
ADDRESS OF RENTAL UNIT: \_\_\_\_\_

For the upcoming season it is my wish to rent my home in the Valley at approximately these rates:

Term:	Net to Owner
Week: _____	\$ _____
Month: _____	\$ _____
Season: _____	\$ _____

(by the season, utilities are paid by tenant, unless otherwise specified)

Rental unit is set up with:

Beds: Dbl.# \_\_\_\_\_ Sing.# \_\_\_\_\_ Bunks.# \_\_\_\_\_ Dbl.couch# \_\_\_\_\_  
Washer: \_\_\_\_\_ Dryer \_\_\_\_\_ Fireplace \_\_\_\_\_ Wood stove \_\_\_\_\_  
T.V. \_\_\_\_\_ Cable \_\_\_\_\_ Microwave \_\_\_\_\_ V.C.R. \_\_\_\_\_ Stereo \_\_\_\_\_

Please specify your own vacation weeks that you or friends may be using the unit. (I realize this may be incomplete at this time.)

\_\_\_\_\_  
\_\_\_\_\_

Any additional info: \_\_\_\_\_  
\_\_\_\_\_

This information is, to the best of my knowledge accurate, and I wish for Nancy Grant Realty to endeavor to rent on any and all dates not filled in by myself.

Soc. Sec.# \_\_\_\_\_

Signed: \_\_\_\_\_  
Dated: \_\_\_\_\_