



LONG & FOSTER VACATION RENTALS
 Avalon, NJ 800-967-7796
 Longport, NJ 609-822-3339
 Margate, NJ 609-428-7795
 Ocean City, NJ 609-398-6762
 Sea Isle City, NJ 800-648-9316
 Wildwood, NJ 609-729-8840

Vacation Rental and License Listing Agreement

This Vacation Rental License Listing Agreement ("**Agreement**") shall be effective upon the date of full execution ("**Effective Date**") by and between Long & Foster Real Estate, Inc., Vacation Rental division ("**Broker**"), and the undersigned owner ("**Owner**") and pursuant to the terms hereof, Broker is hereby authorized to act as the Rental Broker for the undersigned Owner under the following terms:

1. **AUTHORIZATION.** This Agreement shall govern the terms and conditions of Broker's representation of the Owner in connection with listing and reserving the rental of the property located at: _____ (the "**Unit**"). The Owner further represents that he/she is the owner of the subject Unit or is duly empowered by the Owner to sign this Agreement and, by signing, hereby authorizes Broker to prepare and sign on his/her behalf any lease or lodging agreement ("**Lodging Agreement**") with a short-term tenant ("**Guest**") for the Unit which is in conformity with all the terms and conditions under which the Unit is offered for rent (including, by way of illustration, the minimum rental period, rental rate and occupancy limitations, etc.). The Owner, having named Broker as rental agent for the Unit, and by execution of this Agreement authorizes Broker to procure renters for the Unit for the period the Owner wishes to offer the Unit for rent at the rates and on the terms specified and in accordance with the Rental Property Rate and Amenity Information Sheet attached hereto as Exhibit A. It is expressly agreed that this Agreement shall not be effective unless and until the Rental Property Rate, Amenity Information Sheet and W-9 is completed by Owner and provided to Broker. Owner shall update the Rental Property Rate, Amenity Information Sheet and W-9 on an annual basis.
2. **EFFECTIVE DATE & AUTOMATIC RENEWAL.** This Agreement shall automatically renew on a year to year basis unless canceled by either party hereto upon ninety (90) days written notice. Should termination of this Agreement occur, all reservations confirmed with an advance deposit shall be honored by the Owner with no exception. Provided however, that after termination of this Agreement, in the event of a Guest cancellation, Broker shall not be obligated to re-rent the Unit for the same time period to make up for lost rent should Broker no longer be your listing company.
3. **COMMISSIONS & FEES:** Owner agrees to pay Broker a commission on gross rental payment(s), deductible from the Deposit (defined herein) or subsequent rental payments if not paid in full from deduction from the Deposit, at the following rates:

If the Unit is listed **exclusively** with Broker, then the following rates shall apply: _____ %

If the Unit is **NOT exclusively** listed with Broker, then the following rates shall apply: _____ %

Initial the appropriate line below. If no choice is made below, the Unit will be deemed to be **exclusively** listed with Broker:

A. _____ It is hereby agreed by Owner that the Unit SHALL be listed exclusively with Broker.

B. _____ It is hereby agreed by Owner that the Unit SHALL NOT be listed exclusively with Broker.

A non-refundable processing fee is permitted to be collected from Guest payable to Broker upon each reservation.

4. **DEPOSITS:** Broker shall require each Guest to provide a deposit ("**Deposit**") to reserve the Unit. Interest on advance Deposits, if any, shall be the property of the Broker. Upon receipt of the Deposit for the Unit, Broker shall disburse said Deposit to Owner, minus the commission earned by Broker, on the following 15th or last day of the month after receipt of the Deposit from the Guest. In the event that commission is due in excess of the Deposit amount, the Deposit shall not be disbursed to the Owner and any remaining balance on the commission payments shall be deducted from any subsequent rental payment received by the Broker from Guest until the commission is paid in full. It is agreed that all Deposits provided by Guests shall be non-refundable except in the event of a breach of a Lodging Agreement by Owner. Specifically, a Deposit may be returned to a Guest by Broker if the Unit is unavailable, the condition is unacceptable or the Unit is otherwise in violation of the terms of this Agreement and Broker is required to relocate a Guest. Broker shall also have sole discretion to refund a Guest Deposit in exceptional circumstances related to the Unit. If such a refund is warranted and the Deposit and/or Rent has been previously disbursed to the Owner, Owner agrees to refund such amount to Broker or Broker may, at its sole option, retain any future funds paid to Broker for subsequent rentals of the Unit until such deficiency is cured.



5. **ADVERTISING:** Owner hereby authorizes Broker to display the Unit and details of the Unit online including Broker's website, affiliated web-portals and/or syndicated feeds and, to the extent available, accept on-line reservations. Owner further authorizes Broker to display "For Rent" sign on Unit where such is feasible and permissible.
6. **RATE CHANGES:** Rate changes must be received by October 1st to become effective for the following year. It is hereby understood and agreed that the advertised rate for the Unit may include additional fee(s) payable by the Guest to the Broker for additional services and therefore, the advertised "rent" may appear to be higher than the actual rent paid to Owner. It is further understood that Broker shall charge each Guest a processing fee on each period of Guest occupancy in addition to the commission listed above to defray booking and processing costs.
7. **OWNER-HELD DATES:** Owner agrees to provide Broker a minimum six (6) week period during the period from June 1st through August 30th ("**Peak Season**") during which the Unit shall be available for rental. Owner shall communicate any Owner held dates during the Peak Season on or before October 1 of the preceding year. All reservations, licenses and Lodging Agreements shall be honored by the Owner whether or not the Owner has been notified. Broker is specifically authorized to relet the Unit when the Guest is in default, either because of their absence, or for other reasons set forth in the Lodging Agreement. Owner has specified in the attached Exhibit A the periods of time to be held for Owner use. It is expressly understood that all reservations, licenses or Lodging Agreements, tentative or confirmed, shall be honored by the Owner and that a Guest shall not be moved to another Unit for the Owner's use or use by Owner's personal guests.
8. **OCCUPANCY RULES:** Owner agrees that occupancy use of the Unit either by Owner or Owner's personal guests, shall be subject to the occupancy rules, including check-in and check-out times, as established by the Broker. If Unit is occupied by Owner or Owner guests after 10a.m. on their check-out day, Broker shall have the option, in its sole discretion, to relocate a Guest to any available Unit pursuant to this Agreement.
9. **OWNER USE:** When owner desires to occupy the rental Unit, Owner must adhere to the following procedure: 1. Contact Broker to determine availability of Unit or check availability on-line. 2. Request that Unit be blocked for owner use if desired dates are available. 3. Schedule cleaning and linen service (if applicable).
10. **OWNER STATEMENTS:** Broker will process and remit all invoices and rent payments less disbursements by the 15th day and last day of the month after receipt by Broker of each rental or deposit payment. **Even if payment has been previously sent to Owner, as will often be the case, rental proceeds are not deemed earned until the occupancy period associated with such rental proceeds has occurred and therefore, may be refunded in the event of a breach of the Lodging Agreement by Owner as provided herein.** Broker shall disburse any rent paid by a Guest to Owner pursuant to the terms of this Agreement. Broker shall use reasonable efforts to collect all rental proceeds due for Owner; however, Broker shall not be liable to Owner for rental proceeds which cannot be collected for any reason, including, but not limited to, **credit card charge-backs, bounced checks or fraud.** Broker will submit a complete accounting for all receipts, taxes and disbursements. Broker shall not be obligated to make any legal demands or undertake any litigation on behalf of the Owner.
11. **REGULATIONS & INDEMNIFICATION:** Owner represents to Broker that Unit is in compliance with all local, state and federal regulations pertaining to the health and safety of occupants of the subject Unit, including but not limited to the installation of operative smoke detectors and suitable water for drinking. Owner affirmatively represents that he/she has obtained all required rental licenses with the appropriate municipal authority. Owner acknowledges that maintaining these licenses is an obligation of the Owner and not the Broker. If applicable, Owner shall provide a copy of any rental licenses to Broker upon execution of the Agreement and shall provide proof of annual renewal of any such licenses. Owner further agrees to promptly take all necessary steps to comply with changes in these regulations at the expense of the Owner. Both parties agree that Broker is not responsible for insuring that the Unit is in compliance. Owner shall and hereby does indemnify and hold harmless Broker and Broker's agents, directors, and/or employees from and against any and all claims, suits or damages of any kind arising in any way to non-compliance with said regulations.
12. **OWNER OBLIGATIONS:** Unless otherwise provided, Owner shall be responsible for paying all costs and expenses associated with the operation and maintenance of the Unit as a vacation rental accommodation. Such expenses shall include but are not limited to: all income taxes, rental or business licenses, utilities, trash collections, pest control, hot tub and pool maintenance (if applicable), locksmiths, outside maintenance, including lawn or yard care, snow removal, property taxes, condo/HOA assessments, mortgage payments (if applicable) casualty/liability insurance premiums (in amounts required by applicable law) and other costs associated with the maintenance of the Unit. Broker shall not be responsible for any late payment penalties, disconnect/reconnect fees, or other charges, which may be incurred by Owner. Under no circumstances shall Broker be obligated to pay any obligation on behalf of Owner with Broker's own funds.
13. **MAINTENANCE & EMERGENCY REPAIRS:** Owner agrees to have mechanical systems and appliances serviced regularly and in good repair. Broker is authorized to expend such sums as in the Broker's discretion that may be necessary to make the Unit habitable, including but not limited to reasonable repairs and cleaning, and to deduct said sums from rental payments. Owner hereby authorizes Broker to replace or repair any damaged items up to a value of ONE HUNDRED FIFTY AND 00/100 DOLLARS (\$150.00) at the Owner's expense. Owners are required to replace or repair major appliances including, but not limited to, TV's, VCR's, DVD players, washers, dryers, refrigerators, ranges, and heating systems within 48 hours of notification or attempted notification of malfunction. In the event that a repair cannot be made within 48 hours, the amount of rebate will be as follows: Central Air Conditioning 20% - Refrigerator 20% - Range 20%- Washer 10% - Dryer 10% - Dishwasher 10% -. Owner also agrees to supply firewood if the Unit is equipped with fireplaces and/or wood burning stoves at the Owner's



expense. Broker is hereby authorized to have firewood delivered and/or replenished on an "as needed" basis at Owner's expense. Owner understands repairs to screen doors, bi-fold doors, hardwood floors and window blinds are considered ordinary wear and tear and are not the responsibility of the Guests or Broker. If applicable, all servicing of hot tub or pools **must** be provided by a Certified Pool Operator. Owner will be responsible for providing two (2) filters at all times for the hot tub at their expense.

14. ACCIDENTAL DAMAGE WAIVER: An Accidental Damage Waiver ("**Damage Waiver**") may be charged to each Guest, in addition to the advertised rate for the Unit, which is charged by Broker for protection of the Unit in lieu of a damage deposit. The Damage Waiver is part of Broker's rental contract with the Guest. This Damage Waiver fee reimburses Owner for accidental damages caused by Guest up to \$1,500.00 ("**Maximum Coverage Amount**") as long as the damage to the Unit is not the result of willful, wanton or grossly negligent behavior of Guest. The Damage Waiver does not cover damages caused by pets so an additional Pet Deposit may be charged at Owner's discretion. However, if the damages exceed Maximum Coverage Amount or are of willful, wanton, gross negligent behavior or caused by Guests' pets, the Damage Waiver program shall not apply and Broker will notify any such Guests of their duty to reimburse any loss incurred by the Owner. In no event shall Broker be liable for damages caused by Guest or their, guests, invitees, visitors or any other person or animal provided with access to the Unit by the Guest.

• **Accidental Damage waiver program is in effect for all leases on this property. Initial** _____

OR;

15. SECURITY DEPOSITS: Owner may require that the Guest deposit a security deposit ("**Security Deposit**") in lieu of the Damage Waiver provided herein in an amount specified on Exhibit A. Unless contrary to applicable law, any interest earned on said Security Deposit shall be the sole property of Broker. Owner understands and acknowledges that the Security Deposit may be automatically refunded to the Guest thirty (30) days after termination of the Lodging Agreement unless otherwise directed by Owner to Broker in writing. Owner shall be solely responsible for monitoring the condition of the Property and advising Broker, in writing, as to the disposition of the security deposit within said thirty (30) day time period; although Broker, will attempt, but is not obligated, to report any visible damage to the Unit. The Security Deposit, if required by Owner, shall be used to cover any damages or expenses for damages caused by Guest's pets or willful or grossly negligent behavior of the Guests and their invitees, guests or visitors.

• **Owner requires a security deposit in the amount of \$** _____ **and will not accept any Accidental Damage Fees for any leases on this property. Initial** _____

16. TERMINATION OF RENTAL: The Broker is authorized to terminate any Lodging Agreement if, in Broker's sole discretion, the Guest(s), or their Invitees, is suspected to have engaged in objectionable or illegal behavior, or the Guest(s) are in breach of the Lodging Agreement. Broker may pursue appropriate legal remedies where required.

17. REBATES & REFUNDS: Broker is authorized to terminate any lodging agreement, lease or license and refund any Security Deposit, rent, or fee at Broker's sole discretion. Broker is also authorized to refund any deposit, rent, or fee, or any portion thereof, in the event that, in Broker's discretion, the Unit is in disrepair, unfit for occupancy, or not adequately furnished in accordance with advertisements. **MINIMUM STANDARDS:** The Unit must be maintained at a clean and high-quality standard. Periodic inspections will be done throughout the year. Owners of Units failing to meet a quality standard will be given written notice to make recommended changes and/or upgrades. In the event Owner fails to bring the Unit up to standard within seven (7) days, or as reasonable or practicable as possible thereafter, Broker reserves the right to terminate this Agreement and relocate the Unit's pending and reserved Guests to another unit; thereby canceling all pending and confirmed reservations for the Unit. In such event, Owner shall have no claim to any rent or deposits for any Guests that are relocated and hereby releases Broker from any such claims. Owner shall refund any prior Deposit or rental payments received in such event as well.

18. KEYS & ASSOCIATION REGULATIONS: Owner will furnish the Broker with no less than _____ keys, if applicable, or Broker will have them made and charged to owner. Owner must furnish Broker with required parking permits and rules and regulations as required by their building, condominium or Homeowners' Association. Owner will also post rules and regulations of said condominium/Homeowners' Association in Unit. Keyless entry may be available for an additional fee.

19. INSPECTION OF UNIT: Broker's acceptance of this Agreement is subject to satisfactory inspection of the Unit within ten (10) days from the date herein and periodic inspection of said Unit thereafter for the purpose of compliance with this Agreement.

20. FURNISHINGS: The Owner acknowledges that in order for the Unit to successfully be rented to the general public by Broker as a vacation accommodation, it must contain furnishings of high quality. Owner agrees to keep the Unit furnished in a manner acceptable to the Broker. Such furnishings may include, but not limited to, appropriate furniture in each room to accommodate the number of guests which the Unit sleeps, pillows, blankets, refrigerator, range, oven, washer, dryer, coffee maker, Television(s) (including VCR, DVD or Blue Ray player), internet service devices, vacuum cleaner & bags, broom & dust pan, mop & bucket, refuse containers, trash cans (including, where required, an adequate number of recycling containers), plunger, pots and pans, and twice the amount of kitchenware (i.e., plates, silverware and glasses) as the number of guests which the Unit sleeps and extra light bulbs. Upon execution of this Agreement, Broker shall provide Owner with a more detailed list of required furnishings; such list may be revised at Broker's discretion from time to time throughout the Term of this Agreement.

21. SERVICE COMPANIES: Broker shall attempt to use the service companies, if any, listed by Owner on Exhibit A. Owner agrees



- to permit Broker, at its discretion, to employ the necessary service companies, but also agrees that Broker may employ any service company that will respond if designated company cannot respond within the same day for the request for service.
- 22. SALE OF PROPERTY:** Owner shall notify Broker prior to or immediately upon listing of the Unit for Sale. If the Unit is sold, Owner recognizes that the Unit shall be conveyed subject to the confirmed reservations already booked and shall notify purchasers of same prior to the transfer of title to the Unit. **If Guests must be relocated as a result of the sale of the Unit, any expenses incurred in said relocation shall be the responsibility of the Owner, along with any and all commissions due.** Unless directed in writing to the contrary by Owner, Broker shall not be permitted to release information on rental history of Unit, including gross rental income, commissions, Unit expenses, and maintenance records to real estate agents and prospective buyers. Upon notification that the Unit is listed for sale, Broker shall provide a Sales Rental Addendum provided by Broker and shall incorporate that addendum into their sale of property listing agreement and contract(s) of sale.
- 23. INSURANCE & LIABILITY:** The Owner agrees to release, save and hold harmless the Broker from any and all damages, claims and/or suits in connection with the rental of the Unit, damages to the Unit in connection with said rentals, and from liability from injury suffered by any Guest, employee or other person whomsoever, unless caused by the willful conduct or gross negligence of the Broker. Owner shall carry, at Owner's own expense, adequate liability, property and casualty insurance for the Unit. Owner is required to comply with any applicable laws regarding the types of insurance and to maintain the necessary amount of coverage. If the Broker successfully defends any action brought against the Broker by the Owner or Guest relating to the Unit, or the Broker's rental thereof, the Owner agrees to pay all costs incurred by the Broker in connection with such action, including a reasonable attorney's fee. Owner also agrees to provide Broker with its insurance company's name, address, telephone number, and Certificate of Insurance of said policy and evidence of renewals on an annual basis. If the Unit is insured by virtue of a master insurance policy payable by a condominium or other property owners association, Owner shall provide the certificates provided by said association.
- 24. LOST RENTALS:** In the event the herein described Unit shall be uninhabitable for any reason (fire, windstorm, loss of electricity serving the unit, freezing, etc.) the Owner hereby agrees to pay Broker for any commissions Broker has earned for reservations already confirmed that have to be canceled or transferred.
- 25. DESIGNATED OWNER:** Only the designated Owner listed is permitted to reserve the Unit, schedule or cancel cleaning, schedule or cancel owner reservations, or authorize any changes to this agreement. Any changes to the agreement must be in writing and emailed, mailed and/or faxed to Broker at above address.
- 26. UNDER CONSTRUCTION/RENOVATION.** If Owner decides at any point to renovate Unit, they will promptly notify Broker. Unless the renovation is to cure a dangerous condition in the Unit, Owner shall have construction done in the off-season time. If the Owner blocks off time to allow construction and the construction overflows the original date of opening and reservations are in place, or if Owner fails to notify Broker of the renovation, Owner agrees to pay any additional rent monies due from the relocation of said renter. This also applies to any Owner who has new construction.
- 27. MINIMUM BALANCE:** Owners are required to maintain a \$200.00 minimum balance or an amount equal to the average monthly costs of Broker-provided services, whichever is higher in their owner account ("**Owner Account**"). If the balance falls below the minimum requirement, Owner shall be billed to reinstate the required reserve amount or said deficiency shall be withheld from the future rental payment(s). Upon termination of this Agreement, any remaining funds in the Owner Account shall be returned to Owner.
- 28. AUTHORITY TO ENTER INTO AGREEMENT:** The Owner of said Unit represents and warrants to the Broker that it has full authority to enter into this Agreement, and that there is no other party with any ownership interest in the Unit.
- 29. THIS IS A RENTAL LISTING AGREEMENT, NOT A PROPERTY MANAGEMENT AGREEMENT.** Owner agrees that Broker shall be responsible only for the performance of those duties to which Broker expressly agrees herein and for no other acts or duties, even if and when Broker may, upon occasion, perform certain duties not otherwise described or listed herein. Owner acknowledges that Broker is acting as a rental listing broker only and has no liability to Owner or Guest for the performance of any term or covenant of a Lodging Agreement. Broker is not responsible for any violations of any applicable codes, rules, laws and regulations respecting the Unit condition.
- 30. FAIR HOUSING.** The Unit shall be shown and made available to all persons without regard to race, color, creed, religion, national origin, sex, familial status disability, or elderliness, in compliance with all applicable federal, state and local fair housing laws and regulations.
- 31. PETS/SERVICE ANIMALS:** Owner hereby acknowledges that a "service animal" does not constitute a "pet" under applicable law. Even if Owner prohibits pets in a Unit, Owner acknowledges that Owner and Broker shall allow any Guest to rent the Unit with a service animal. Owner may not require an additional "pet deposit" for a Guest with a service animal. http://www.ada.gov/service_animals_2010.htm
- 32. ACKNOWLEDGEMENT OF CONTRACT:** Owner acknowledges that he/she has read this agreement in its entirety prior to the execution thereof, and further acknowledges that he/she understands the terms of said Agreement and that he/she fully agrees thereto. This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding on either party to this Agreement except to the extent incorporated in this Agreement. This Agreement may not be modified or changed except by an instrument or instruments in writing signed by the Broker and Owner. This Agreement may not be modified or changed except by an instrument or instruments in writing signed by the Broker and Owner. The rights and obligations of the parties under this Agreement shall



not be assignable except with the prior written consent of the other Parties hereto.

- 33. SUCCESSORS:** This Agreement shall inure to the benefit of the parties hereto and shall be binding upon the parties hereto and their respective heirs, successors, and assigns.
- 34. GOVERNING LAW:** This Agreement shall be construed as to both validity and performance and enforced in accordance with and governed by the laws of the state in which the Property is located.
- 35. SEVERABILITY:** If any term, covenant, condition, or provision of this Agreement or the application thereof to any circumstance shall be invalid or unenforceable to any extent, the remaining terms, conditions, and provisions of this Agreement shall not be affected thereby and each remaining term, covenant, condition, and provisions of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law. If any provision of this Agreement is so broad as to be unenforceable, such provisions shall be interpreted to be only as broad as is enforceable.
- 36. ATTORNEY'S FEES:** In case of default by either party, the defaulting party agrees to pay all expenses, including, but not limited to, reasonable attorneys' fees, which may be incurred by the non-defaulting party in attempting to enforce its rights hereunder.
- 37. WAIVER OF JURY TRIAL:** In the event that either party is required to resort to litigation to enforce its rights hereunder, the parties hereto waive any right to trial by jury fully to the extent that any such right shall now or hereafter exist. This waiver of right to trial by jury is separately given, knowingly and voluntarily, by all parties, and this waiver is intended to encompass individually each instance and each issue as to which the right to a jury trial would otherwise accrue.



IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date the last party executes this Agreement.

BROKER:

Long & Foster Real Estate, Inc.

OWNER(s):

By: _____
Printed Name: _____
Title: _____
Date: _____

Printed Name: _____
Date: _____

Printed Name: _____
Date: _____

**STATEMENT AND 1099 INFORMATION
(PLEASE PRINT)**

Designated Owner: _____

Spouse: _____

Cell Phone: _____

% Ownership: _____

Address: _____

Contact Phone: _____

Home Phone: _____

E-mail: _____

Fax: _____

Owner 2 (if applicable): _____

Spouse: _____

Cell Phone: _____

% Ownership _____

Address: _____

Contact Phone: _____

Home Phone: _____

E-mail: _____

Fax: _____



Just a few more things needed. Please take the time to answer the following. Thank you.



Please circle.

1. Do you provide beach tags as a courtesy to your tenants? Yes or No If so, how many? _____
(this will not be put on the amenities and will not be guaranteed)
2. What is the name of your cleaner? _____ Phone number: _____
3. Do you have a spring cleaning completed before the first tenant? Yes or No
4. What type of coffeemaker do you have? Keurig Mr. Coffee Other _____
5. How many off street parking spaces? 1 2 3 4
6. Where is the sleep sofa located? Living room Family room Other: _____
7. Does the family room have doors to make private? Yes or No
8. Type of cable? Basic Preferred Other _____
9. Do you provide cleaning products for the tenant's to use? Yes or No
10. Location of TV's: Living Rm: Y or N Family Rm: Y or N Master Bedroom: Y or N Other: _____
11. Do you provide a clothesline? Yes or No
12. If you provide BEACH EQUIPMENT please let me know what you provide:
 - Beach Chairs: Yes or No # _____
 - Beach Umbrella: Yes or No
 - Beach Toys (shovels, buckets, etc): Yes or No _____
 - Boogie Boards: Yes or No # _____
 - Other: _____
13. What does your deck furniture include:
 - Table: Yes or No
 - Deck Umbrella Yes or No
 - Loungers Yes or No # _____
 - Chairs Yes or No # _____
14. Is the kitchen stocked with:
 - Big pots: Yes or No
 - Colander: Yes or No
 - Baking trays: Yes or No
 - Lobster Pot: Yes or No
 - Enough plates, dishes and glasses for the stated occupancy limit: Yes or No



LONG & FOSTER VACATION RENTALS

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 Wildwood, NJ 609-729-8840

Vacation Rental and License Listing Agreement

*****PROPERTY INFORMATION*****

| | | | |
|-------------------|--|-----------------------|--|
| Key Number | | Address/City | |
| Condo Name | | Unit Number | |
| Phone Y N Number: | | Location | |
| Style | | Minimum Rental Period | |

***** Remarks/Other Helpful Info *****

Please list all systems and applications on which you have service contracts:

- Appliance Repair _____
- Caretaker _____
- Cleaning _____
- Handyman _____
- Electrician _____
- Heating - AC _____
- Hot Tub Service _____
- Plumber _____
- Pool Maintenance _____
- Trash Removal Se _____

- Groups Allowed [] Yes [] No
- Rental Sign [] Yes [] No

- Co-op Broker (max of 2)
- Prop/Condo Mgr _____
- Pool Service _____
- WiFi Username _____
- WiFi Password _____

- | | | | | | | | |
|--|--|---|--|--|--|--|---|
| Occupancy Limit: _____ | Pets: _____ | Smoking: _____ | Bedrooms _____ | Full Baths: _____ | 1/2 Baths: _____ | 3/4 Baths: _____ | Sq. Feet: _____ |
| <input type="checkbox"/> Loft | <input type="checkbox"/> Smoke Free | <input type="checkbox"/> Allow Pets | <input type="checkbox"/> No Pets Accepted | <input type="checkbox"/> Pet Free | <input type="checkbox"/> King Beds | <input type="checkbox"/> Queen Beds | <input type="checkbox"/> Sofa Beds (Single) |
| <input type="checkbox"/> Rent To Family | <input type="checkbox"/> Rent To Groups | <input type="checkbox"/> Rent to Either | <input type="checkbox"/> King Beds | <input type="checkbox"/> Queen Beds | <input type="checkbox"/> Sofa Beds (Queen) | <input type="checkbox"/> Futons | <input type="checkbox"/> Kitchen |
| <input type="checkbox"/> Double Beds | <input type="checkbox"/> Single Beds | <input type="checkbox"/> Sofa Beds (Double) | <input type="checkbox"/> Rollaways | <input type="checkbox"/> Cribs | <input type="checkbox"/> Cots | <input type="checkbox"/> Stove | <input type="checkbox"/> Toaster |
| <input type="checkbox"/> Bunks | <input type="checkbox"/> Trundles | <input type="checkbox"/> Portable Cribs | <input type="checkbox"/> Mini Refrigerator | <input type="checkbox"/> Coffee Maker | <input type="checkbox"/> Food Processor | <input type="checkbox"/> Dining Capacity | <input type="checkbox"/> Wall AC |
| <input type="checkbox"/> Day Beds | <input type="checkbox"/> Pyramid Beds | <input type="checkbox"/> Disposal | <input type="checkbox"/> Lobster Pot | <input type="checkbox"/> Window A/C | <input type="checkbox"/> Utills Included | <input type="checkbox"/> Utills Not Incl. | <input type="checkbox"/> Oil Heat |
| <input type="checkbox"/> Gourmet Kitchen | <input type="checkbox"/> Full Size Refrigerator | <input type="checkbox"/> Gas Heat | <input type="checkbox"/> # of AC Units | <input type="checkbox"/> Electric Heat | <input type="checkbox"/> Oil | <input type="checkbox"/> Phone Activated | <input type="checkbox"/> Washer |
| <input type="checkbox"/> Dishwasher | <input type="checkbox"/> Microwave | <input type="checkbox"/> Propane | <input type="checkbox"/> Standard Fans | <input type="checkbox"/> Fax Machine | <input type="checkbox"/> Iron | <input type="checkbox"/> Ironing Board | <input type="checkbox"/> Television |
| <input type="checkbox"/> Toaster Oven | <input type="checkbox"/> Blender | <input type="checkbox"/> Answering Machine | <input type="checkbox"/> Gas Heat | <input type="checkbox"/> # of Parking Spaces | <input type="checkbox"/> Satellite Radio | <input type="checkbox"/> VCR | <input type="checkbox"/> DVD |
| <input type="checkbox"/> Central A/C | <input type="checkbox"/> Sanyo A/C | <input type="checkbox"/> W/D (Shared) | <input type="checkbox"/> Propane | <input type="checkbox"/> # of Parking Spaces | <input type="checkbox"/> Cassette Player | <input type="checkbox"/> Wireless LAN | <input type="checkbox"/> Outside Shower |
| <input type="checkbox"/> # of Ceiling Fans | <input type="checkbox"/> Ceiling Fans | <input type="checkbox"/> W/D Coin Operated | <input type="checkbox"/> Answering Machine | <input type="checkbox"/> Parking | <input type="checkbox"/> High Speed Internet | <input type="checkbox"/> Private Hot Tub | <input type="checkbox"/> Gas Log Fireplace |
| <input type="checkbox"/> Utills Incl. Off Season | <input type="checkbox"/> Utills Incl. In Season | <input type="checkbox"/> Parking | <input type="checkbox"/> Long Distance Block | <input type="checkbox"/> Satellite TV | <input type="checkbox"/> Pool is heated | <input type="checkbox"/> Ping Pong Table | <input type="checkbox"/> BBQ Charcoal |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Gas | <input type="checkbox"/> CD Player | <input type="checkbox"/> W/D (Shared) | <input type="checkbox"/> Home Theater | <input type="checkbox"/> Outdoor Pool | <input type="checkbox"/> Elevator | <input type="checkbox"/> Game Room |
| <input type="checkbox"/> Phone Set | <input type="checkbox"/> Long Distance Block | <input type="checkbox"/> Home Theater | <input type="checkbox"/> Dryer | <input type="checkbox"/> Community Pool | <input type="checkbox"/> Wood Fireplace | <input type="checkbox"/> Enclosed Outside Shower | <input type="checkbox"/> Pets Considered |
| <input type="checkbox"/> Garage | <input type="checkbox"/> W/D (Shared) | <input type="checkbox"/> Community Pool | <input type="checkbox"/> Garage | <input type="checkbox"/> Indoor Pool | <input type="checkbox"/> Tennis Facilities | <input type="checkbox"/> Bunk - Double | <input type="checkbox"/> Handicap Grab Bars |
| <input type="checkbox"/> # of TVs | <input type="checkbox"/> # of Garage Spaces | <input type="checkbox"/> Heatable Pool | <input type="checkbox"/> # of VCRs | <input type="checkbox"/> Heatable Pool | <input type="checkbox"/> Wet Bar | <input type="checkbox"/> Maid Service | <input type="checkbox"/> # of Bicycles |
| <input type="checkbox"/> # of DVDs | <input type="checkbox"/> Cable TV | <input type="checkbox"/> Pool Table | <input type="checkbox"/> # of DVDs | <input type="checkbox"/> Pool Table | <input type="checkbox"/> Baby Equipment | <input type="checkbox"/> Kayak | <input type="checkbox"/> Fenced Yard |
| <input type="checkbox"/> Wired LAN | <input type="checkbox"/> AM-FM Stereo | <input type="checkbox"/> Bar | <input type="checkbox"/> Wired LAN | <input type="checkbox"/> Bar | <input type="checkbox"/> Basketball Goal | <input type="checkbox"/> Open/Covered Porch | <input type="checkbox"/> Elevator to Ground |
| <input type="checkbox"/> Private Sauna | <input type="checkbox"/> iPod Dock | <input type="checkbox"/> Vacuum | <input type="checkbox"/> Private Sauna | <input type="checkbox"/> Vacuum | <input type="checkbox"/> Rooftop Deck | | |
| <input type="checkbox"/> Community Hot Tub | <input type="checkbox"/> Private Pool | <input type="checkbox"/> Fish Cleaning Table | <input type="checkbox"/> Community Hot Tub | <input type="checkbox"/> Private Pool | | | |
| <input type="checkbox"/> # of Fireplaces | <input type="checkbox"/> Community Sauna | <input type="checkbox"/> Comm. Outside Shower | <input type="checkbox"/> # of Fireplaces | <input type="checkbox"/> Community Sauna | | | |
| <input type="checkbox"/> Private Exercise Room | <input type="checkbox"/> Private Whirlpool/Jet Tub | | <input type="checkbox"/> Private Exercise Room | <input type="checkbox"/> Private Whirlpool/Jet Tub | | | |
| <input type="checkbox"/> BBQ Gas | <input type="checkbox"/> Woodstove | | <input type="checkbox"/> BBQ Gas | <input type="checkbox"/> Woodstove | | | |
| <input type="checkbox"/> Linens Provided | <input type="checkbox"/> Comm. exercise Room | | <input type="checkbox"/> Linens Provided | <input type="checkbox"/> Comm. exercise Room | | | |
| <input type="checkbox"/> Den | <input type="checkbox"/> BBQ Electric | | <input type="checkbox"/> Den | <input type="checkbox"/> BBQ Electric | | | |
| | <input type="checkbox"/> Beach Equipment | | | <input type="checkbox"/> Beach Equipment | | | |
| | <input type="checkbox"/> Balcony | | | <input type="checkbox"/> Balcony | | | |
| | | | | | | | |
| <input type="checkbox"/> Storage Area | <input type="checkbox"/> Ferry Tickets | <input type="checkbox"/> Association Pool | <input type="checkbox"/> Storage Area | <input type="checkbox"/> Ferry Tickets | <input type="checkbox"/> Association Tennis | | |
| <input type="checkbox"/> Unlimited Long Distance in US | <input type="checkbox"/> Beaches | <input type="checkbox"/> Private/Assoc Beach Access | <input type="checkbox"/> Unlimited Long Distance in US | <input type="checkbox"/> Beaches | <input type="checkbox"/> Air Mattress | | |
| <input type="checkbox"/> Available for Weddings | <input type="checkbox"/> Tenant Brings Linens | <input type="checkbox"/> Furnished | <input type="checkbox"/> Available for Weddings | <input type="checkbox"/> Tenant Brings Linens | <input type="checkbox"/> Unfurnished | | |
| <input type="checkbox"/> Walk in Shower | <input type="checkbox"/> Golf Cart | <input type="checkbox"/> Beach Badges | <input type="checkbox"/> Walk in Shower | <input type="checkbox"/> Golf Cart | <input type="checkbox"/> Blankets | | |
| <input type="checkbox"/> Limited Maid Service | <input type="checkbox"/> Room Service | <input type="checkbox"/> Guard | <input type="checkbox"/> Limited Maid Service | <input type="checkbox"/> Room Service | <input type="checkbox"/> Cleaning Included In Rate | | |
| <input type="checkbox"/> Boat Dock/Slips | <input type="checkbox"/> # of Boat Dock/Slips | <input type="checkbox"/> Canoe | <input type="checkbox"/> Boat Dock/Slips | <input type="checkbox"/> # of Boat Dock/Slips | <input type="checkbox"/> Rowboat | | |
| <input type="checkbox"/> Paddleboat | <input type="checkbox"/> Sun/Open Deck | <input type="checkbox"/> Deck Furniture | <input type="checkbox"/> Paddleboat | <input type="checkbox"/> Sun/Open Deck | <input type="checkbox"/> # of Sun/Open Deck(s) | | |
| <input type="checkbox"/> Level Yard | <input type="checkbox"/> Wooded Yard | <input type="checkbox"/> Lawn Area | <input type="checkbox"/> Level Yard | <input type="checkbox"/> Wooded Yard | <input type="checkbox"/> Private Yard | | |
| <input type="checkbox"/> Screened Porch | <input type="checkbox"/> Patio | <input type="checkbox"/> Three Season Room | <input type="checkbox"/> Screened Porch | <input type="checkbox"/> Patio | <input type="checkbox"/> Handicap Access | | |
| <input type="checkbox"/> Handicap Interior | <input type="checkbox"/> 1st Floor Bedroom | <input type="checkbox"/> Waterfront | <input type="checkbox"/> Handicap Interior | <input type="checkbox"/> 1st Floor Bedroom | <input type="checkbox"/> Virtual Tour | | |

Parking Comments: _____

Boat Slip Comments: _____



*** 2014 Rates ***

| Start Date | Rates |
|------------|-------|
| 04/26 | _____ |
| 05/03 | _____ |
| 05/10 | _____ |
| 05/17 | _____ |
| 05/24 | _____ |
| 05/31 | _____ |
| 06/07 | _____ |
| 06/14 | _____ |
| 06/21 | _____ |
| 06/28 | _____ |
| 07/05 | _____ |
| 07/12 | _____ |
| 07/19 | _____ |
| 07/26 | _____ |
| 08/02 | _____ |
| 08/09 | _____ |
| 08/16 | _____ |
| 08/23 | _____ |
| 08/30 | _____ |
| 09/06 | _____ |
| 09/13 | _____ |
| 09/20 | _____ |
| 09/27 | _____ |
| Season | _____ |
| Sec. | _____ |

*** 2015 Rates ***

| Start Date | Rates |
|------------|-------|
| 04/25 | _____ |
| 05/02 | _____ |
| 05/09 | _____ |
| 05/16 | _____ |
| 05/23 | _____ |
| 05/30 | _____ |
| 06/06 | _____ |
| 06/13 | _____ |
| 06/20 | _____ |
| 06/27 | _____ |
| 07/04 | _____ |
| 07/11 | _____ |
| 07/18 | _____ |
| 07/25 | _____ |
| 08/01 | _____ |
| 08/08 | _____ |
| 08/15 | _____ |
| 08/22 | _____ |
| 08/29 | _____ |
| 09/05 | _____ |
| 09/12 | _____ |
| 09/19 | _____ |
| 09/26 | _____ |
| Season | _____ |
| Sec. | _____ |

*** 2016 Rates ***

| Start Date | Rates |
|------------|-------|
| 04/30 | _____ |
| 05/07 | _____ |
| 05/14 | _____ |
| 05/21 | _____ |
| 05/28 | _____ |
| 06/04 | _____ |
| 06/11 | _____ |
| 06/18 | _____ |
| 06/25 | _____ |
| 07/02 | _____ |
| 07/09 | _____ |
| 07/16 | _____ |
| 07/23 | _____ |
| 07/30 | _____ |
| 08/06 | _____ |
| 08/13 | _____ |
| 08/20 | _____ |
| 08/27 | _____ |
| 09/03 | _____ |
| 09/10 | _____ |
| 09/17 | _____ |
| 09/24 | _____ |
| 10/01 | _____ |
| Season | _____ |
| Sec. | _____ |

These rates are for the weekly period that runs: (Check one)

_____ Please send rental payments only in the calendar year.

_____ Friday to Friday

_____ Saturday to Saturday

_____ Please update my property photos on your website.

_____ I am interested in renting off-season weekends

I certify that all information shown on this page is accurate and that my property is equipped with all amenities shown above.

_____ I authorize my agents to set my rates

Owner/Landlord Signature Date

- for Long & Foster Real Estate, Inc. Date

