

Harcourts Hervey Bay

Property Management Fees

The information below is an overview of all our fees and charges:

Letting:

- For securing a new tenancy – a Letting fee of one weeks rent plus GST is payable once the lease agreement is signed.
- For an online listing on realestate.com.au – an Advertising fee (at cost) of \$55 is applied at the end of the 30 day period.

Rent Collection:

- For receipting and collecting rent and managing arrears – a Rent Collection commission of 4.95% including GST is applied prior to disbursement.

Property Management:

- For performing routine inspections, handling maintenance matters and attending to tenants – a Management commission of 4.4% including GST is applied prior to disbursement.
- For tenant sundries, including SMS communication, money handling, postage and printing – a Technology fee of \$6.60 including GST is charged monthly.
- For negotiating a new lease – a Lease Renewal fee equivalent to ½ weeks rent plus GST is payable once the lease agreement is signed.

Representation:

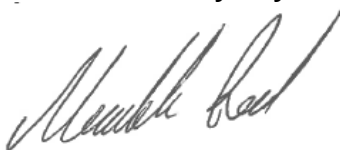
- For Court or tribunal action taken on your behalf – a fee of \$77 per hour is applied once a decision on the matter is made.

Importantly, we do not charge extra for the following essential actions:

- Emailing legislative notices to tenants
- Providing regular photographic inspection reports
- Arranging multiple quotes for general maintenance items
- Issuing invoices to tenants for water, electricity and other service charges
- Advertising in the local newspaper, on our website and other listing sites
- Monthly, Bi-Monthly or End of Year statements (including reprints)
- Tenant application review, reference checking and TICA database screening
- Co-ordinating smoke alarm, termite and pool safety checks

If you have any questions or need further information about Harcourts Property Management please don't hesitate to contact me.

Yours faithfully,
Harcourts Hervey Bay



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PRINCIPAL

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