

**Agent's Remuneration**

7. The Agent shall be entitled to the following fees: (GST inclusive)

- i A leasing fee upon leasing of \$ TWO (2) WEEKS RENT + 10% GST
- regardless of whether the Premises are let by the Agent; any other agent; or the Principal. The Agent's Leasing Fee is due and payable by the Principal when a tenant enters into possession of the Premises or signs a residential tenancy agreement or pays rent, whichever occurs first.
- ii A tenancy agreement preparation fee of \$44.00 (Inc.GST)
- iii A management fee of 7.7% (Inc.GST) % of all monies collected on behalf of the Principal
- iv An administration fee of \$ 6.60 (Inc.GST) per STATEMENT
- v Lease Renewal Fee of \$ and % of weekly rent per lease renewal signing  
(Note: Leave blank any field that does not apply)
- vi Other LEASE RENEWAL FEE \$ HALF (1/2) WEEKS RENT + 10% GST

**Part A – Services**

	Amount (GST inclusive)	When due and payable by the Principal
Attendance at a tribunal/court	\$ 110.00 PER HOUR (Inc.GST)	ON COMPLETION, ON INVOICE
Preparation of a tribunal/court case	\$ 110.00 PER HOUR (Inc.GST)	ON COMPLETION, ON INVOICE
Arranging repairs and maintenance	\$ NIL	NIL
Calculation and collection of water and sewerage usage charges	% 6.6 (Inc.GST) of cost	ON DISBURSEMENT
Arrangement of refurbishment or improvements	\$ SEE ANNEXURE ATTACHED	SEE ANNEXURE ATTACHED
Arranging inspections to ensure compliance with laws relating to smoke alarms and/or heat alarms	\$ NIL	NIL
Service of any notice	\$ NIL	NIL
Processing insurance claims, including valuations for insurance purposes	\$ 110.00 (Inc.GST) per hour	ON COMPLETION, ON INVOICE
Disaster/emergency management fee	% 110.00 (Inc.GST) per hr of cost	ON COMPLETION, ON INVOICE
Other ONSITE QUOTE CO-ORDINATION FEE	\$ 110.00 (Inc.GST)	ON COMPLETION, ON INVOICE

**Part B – Reimbursement of miscellaneous expenses or charges**

NCAT fees in connection with services involving NCAT proceedings	AS PER APPLICATION	AT TIME OF APPLICATION ON INVOICE
Sheriff's fees in connection with services relating to the recovery of possession of the Premises	AS PER APPLICATION	AT TIME OF APPLICATION ON INVOICE
Marketing and/or promotional expenses for each letting in connection with marketing and/or promotional services	\$ 328.00	ON COMPLETION, ON INVOICE
Statement/administration fees	\$ 25.00 (Inc.GST) EOFY Statement	EOFY, ON STATEMENT
Office expenses in respect of each management being postage, phone calls and out of pocket expenses	\$ NIL	NIL
Other FILE CLOSURE FEE	\$ 99.00 (Inc.GST)	ON COMPLETION, ON INVOICE

**Variation of Services, Charges and Expenses**

9. The services to be provided by the Agent and any charges or expenses payable by the Principal to the Agent pursuant to this agreement cannot be varied except as agreed by the Principal in writing.

**Promotional Activities**

10. The Premises are to be advertised and/or otherwise promoted  as per the attached schedule **OR**  not advertised

**OR** as follows:

DOMAIN.COM.AU, FIRST NATIONAL ENGAGE EASTLAKES WEBSITE, COREFLUTE SIGN, REALESTATE.COM.AU (\$78), PROFESSIONAL PHOTOGRAPHY (\$250)

The promotional fee for each leasing is

\$ 328 and is due and payable on Invoice

For Lease Sign: Permission is hereby granted for the Agent to erect "For Lease" signage  Yes  No

It is acknowledged that the Agent is not responsible for any liability, damages or injuries incurred as a result of the erection of the signage.