



Management Agreement

In consideration of the covenant here I, _____, ("Owner"), employ as exclusive agent ("Agent") **Clarke Location Service, LLC** (CLS Leasing & Management) to rent, lease, operate and manage the property (listed below), commencing on _____, 20____ and terminating on _____, 20____; cancelable by either party with thirty (30) days notice in writing upon the following terms and conditions:

A. AGENTS'S AUTHORITIES AND OBLIGATIONS

Owners hereby confers upon Agent the following authorities and obligations:

1. LEASING:

- A. To advertise the availability of the premises and to display "For Rent" or "For Lease" signs. To screen and use diligence in the selection of prospective tenants and to abide by all fair housing laws and the landlord-tenant laws of the State of Arizona.
- B. To negotiate and execute leases on behalf of Owner. Lease terms not to exceed or to be less than one year unless otherwise approved by Owner.
- C. Collect from prospective tenants fees for a credit check and application processing and administration services.
- D. The premises will be presented in compliance with federal, state and local fair housing laws and regulations.

2. MANAGEMENT SERVICES:

- A. To collect rent, security deposits, all other receipts and to deposit such moneys in a trust account with a qualified banking institution. Any interest earned shall be assigned to the Agent.
- B. To serve notice of termination of tenancies, notices to quit or pay rent, and such other notices as Agent may deem appropriate.
- C. To employ attorneys for the purpose of enforcing Owner's rights under leases and rental agreements and for instituting legal action on behalf of Owner.
- D. To provide all services reasonably necessary for the proper management of the property including periodic inspection, supervision of maintenance, and arranging for such improvements, alterations and repairs as may be required by Owner.

3. MAINTENANCE SERVICES:

- A. To execute contracts for utilities and services for the operation, maintenance and safety of the property, as Agent deems necessary or advisable and in compliance with applicable municipal codes at Owners expenses. Owner agrees to assume the obligation of any contract so entered into should that contract extend beyond the termination of the Management Agreement.
- B. To authorize repairs and/or maintenance up to \$200 for any event without prior approval. Any forfeited deposit by a tenant shall not be included in the limitation. This limitation will not apply to monthly recurring operating expenses or for emergency repairs. In the event Owner is not reasonably available for approval of an expenditure deemed an emergency, repairs will be accomplished and Owner will be promptly notified.
- C. As a general rule, independent outside contractors and vendors provide for repairs and maintenance of the property. Employees of an affiliate of the Agent will provide some limited services and some minor maintenance items. Unless requested otherwise by the Owner.

4. COMPENSTION: SEE ATTACHED SCHEDULE OF FEES

Clarke Location Service, LLC
11114 E Sahuaro Dr. * Scottsdale AZ 85259
602-57-1900 office * 480-6618100 fax
mgclarke@cox.net
www.clarkelocationsevice.com

Owners Signature (s) below acknowledge they have read and fully understand the Agreement provisions on this page and And that a copy of this Agreement has been received.

OWNER: _____ SOCIAL SECURITY NO. _____

OWNER: _____ SOCIAL SECURITY NO. _____

OWNER ADDRESS: _____

CITY: _____ STATE: _____

ZIP: _____ DATE: _____

PHONE: _____ FAX: _____

E-MAIL: _____

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Properties

Property Address: _____

City: _____ State: _____

Zip: _____

Bedrooms: _____ Baths: _____

Square Feet: _____ Garage: _____

Appliances: Refrigerator: _____ Stove: _____ Dishwasher: _____

Washer: _____ Dryer: _____ Other: _____

Property Address: _____

City: _____ State: _____

Zip: _____

Bedrooms: _____ Baths: _____

Square Feet: _____ Garage: _____

Appliances: Refrigerator: _____ Stove: _____ Dishwasher: _____

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