



DEELTITELADMINISTRASIE, VERHURING EN VERKOPE

FITZANNE ESTATES

(EDMS) BPK
(Pty) Ltd

SECTIONAL TITLE ADMINISTRATION, LETTING AND SALES

Kerkstraat - Oos 863 Church Street East
Arcadia 0083
Tel: (012) 342-3710/18
Faks/Fax (012) 342-3775

Posbus/P O Box 40337
Arcadia 0007

LETTING MANDATE

Made and entered into by and between:

(NAME & SURNAME)..... from

(ADDRESS)
.....
.....

Date of birth ID. no.

Tel (W) (H) (Cell)
(hereinafter referred to as the owner)

and

FITZANNE ESTATES (PTY) LTD, represented herein by:

he/she being duly authorised thereto, (hereinafter referred to as FITZANNE ESTATES (PTY) LTD)

The OWNER appoints FITZANNE ESTATES (PTY) LTD as the sole agent, and FITZANNE ESTATES (PTY) LTD accepts the appointment to let the property of which the owner warrants he/she is the registered owner, being certain:

Flat No. in the building known as(Section No.)

located at

together with parking bay/garage/carport No., store room No:, servants room

No., other (hereinafter referred to as the property) upon the following terms and conditions:

1. FITZANNE ESTATES (PTY) LTD has the sole right to let the property and to conclude lease agreements on behalf of the OWNER for periods of up to months and to collect rental and ancillary charges from any tenant in respect of such letter.
2. FITZANNE ESTATES (PTY) LTD shall:
 - 2.1 Collect rentals and ancillary charges from any tenant.
 - 2.2 Exercise reasonable credit control in respect of amounts owing by any tenant (receival of monthly rental is not guaranteed).
 - 2.3 Cause the property to be inspected upon vacation by any tenant and submit reports to the OWNER when considered necessary.
 - 2.4 Arrange for maintenance and repair of the property for the account of the OWNER.
 - 2.5 Pay from rents collected all expenses incurred in the administration of the property.
 - 2.6 Endeavour to recover the costs of repairs or replacements necessary, where a tenant has damaged the property.
 - 2.7 Submit an income and expenditure statement to the OWNER monthly.
3. FITZANNE ESTATES (PTY) LTD shall be entitled to apply the proceeds of any rental collected firstly to the payment of FITZANNE ESTATES (PTY) LTD collection commission, secondly to the recovery of legal cost and/or disbursements incurred by FITZANNE ESTATES (PTY) LTD in the execution of this mandate, thirdly to payment of monthly levies and any ancillary charges due by the owner to the body corporate in respect of the property and thereafter as follows:
 - 3.1 Bank Branch Branch code
 - 3.2 Account nr. Account type
 - 3.3 Or such account as an owner may from time to time instructed in writing.
4. In return for rendering the services set out in 2 above, FITZANNE ESTATES (PTY) LTD shall be entitled to a collection commission on rental collected at a rate as laid down by the Institute of Estates Agents from time to time, currently 10%, and bank charges of per month (excluding VAT).
5. FITZANNE ESTATES (PTY) LTD has the right to institute legal proceedings against any lessee of the property for recovery of any amounts due by the lessee in terms of a lease agreement, at the expense of the OWNER.
6. FITZANNE ESTATES (PTY) LTD has the right to advertise the property to let and to arrange for any repairs to the property it deems necessary, for the account of the OWNER.

