

PROPERTY MANAGEMENT & CONSULTING LIST

(Year 2011)

The Abruzzo Mare e Monti s.r.l. Real Estate Agency, besides the normal mediation activity for purchase, sale and touristic rent of properties, offers to their non resident clients the Property Management & Consulting services in order to simplify administration, fiscal and organizational aspects involved in the ownership of a real estate in Italy.

The subsequent list, reports specifically the Property Management & Consulting services included in the basic package:

1.1 Basic Property Management & Consulting

- a) Key custody service;
- b) Transfer of the utilities contracts;
- c) Utility bill domiciliation and payment service (from Your reserve account);
- d) Communications;
- e) Tax and utilities payment report (that can be checked in Your special reserved area on our web site)
- f) Periodic control of the property and surroundings;
- g) Guest visit preparation (key hand over, escort to the property, etc.).

Is also possible to integrate the basic service package with more specifically dedicated services, meeting all customer's needs and requests, more in detail:

1.2 Special Property Management & Consulting

- a) Representing, in Your absence, at the Condominium Meetings;
- b) Organization and management of renovations;
- c) Assistance in contacting and relationship keeping with the contractors;
- d) Assistance in bank relation and payments;
- e) Contractual assistance (estimates and contracts in both English and Italian)
- f) Technical and bureaucratic assistance (authorizations, work starting declarations D.I.A., etc);
- g) Constant update on the work in progress, with frequent e-mailing of photos of the site.

The basic Property Management & Consulting service is offered at a fixed annual cost of euro 300,00 plus VAT (20%), payable in two anticipated instalments for a six month period or in a unique anticipated settlement.

The cost of the special Property Management & Consulting service is calculated time by time according to the specific requirements of the customer.

For further details:

Tel. +39 (0)872-911015, e-mail: customerservice@abruzzomaremonti.it

APPLICATION FORM

BASIC PROPERTY MANAGEMENT & CONSULTING SERVICE

The underwritten _____, born in _____
the _____, owner of a real estate in the city council of _____
address _____,
signing the present form declares to adhere to the “Basic Property Management & Consulting” service proposed by the Abruzzo Mare e Monti s.r.l. Real Estate Agency at a fixed annual cost of euro 300,00 plus 20% IVA (the Italian equivalent of VAT tax), with the following regulation.

- 1) The A.M.M. s.r.l. Real Estate will start the “Basic Property Management & Consulting” after the settlement of the quotes reported in the informative note;*
- 2) The share versed assures the service for a whole year starting from the date of the signing of the present form, until the 31st December of the current year;*
- 3) The payment of the annual Property Management Fee can also be effected in two six monthly anticipated instalments ;*
- 4) The A.M.M. s.r.l. Real Estate, will suspend the payment of the utility bills, taxes etc in case, even after specific request of integration, the reserve fund remains not sufficient.*
- 5) The A.M.M. s.r.l. Real Estate is discharged from any responsibility for any possible power cut related to the non paid utility bills, due the insufficient funds in your property management balance;*
- 6) The A.M.M. s.r.l. Real Estate, having to visit the property and walking surroundings monthly, is discharged, since today, from whatever responsibility related to the key custody.*
- 7) To terminate the relationship of “Basic Property Management & Consulting” send request by mail at least one week in advance.*

Lama dei Peligni, _____

Sign to Agree
