



New Braunfels Escapes had been a dream for many years and we hope you will join us as the dream becomes reality.

New Braunfels Escapes is comprised of two owners, Tracey Gaines and Amanda Eubank. Together we have over 55 years of Vacation Rental experience and marketing expertise. Our mission is to provide owners and renters with superior quality properties and services. We will strive to increase your overall revenue through a higher percentage of occupancy while building repeat business. Our fees will be 22% on short term rentals and 13% on long term rentals. In summary, we will be offering you the following service advantages.

- A powerful state of the art web site and online reservation system designed by Escapia (www.escapia.com). Escapia is the leader in vacation rental systems. Properties will be rotated daily on the web site. Your home will not get lost at the bottom of the pile.
- We will market your property at our expense on 20 different rental web sites that will feature real time, online reservations. A few of the sites are VRBO, Flipkey, Clearstay, Airbnb, booking.com and Tripadvisor.
- We promise prominent search engine placement. This is an absolute priority for us, we have the budget and the skills to get this done.
- We use and supply a high quality of linen and amenities.
- We have contracted with a premier cleaning service who specialize in vacation rentals.
- We will raise the bar on rental property cleaning and maintenance standards. Additionally, we have each home inspected after each check out and before each check in.
- The staff of New Braunfels Escapes will be on call 24 hours a day, 7 days a week.
- With our knowledge and expertise in vacation rentals we can "do it right the first time."
- Because our goal is the same as yours! To get THE MOST OUT OF YOUR INVESTMENT! We'll guarantee your money goes out by the 5th of every month along with a monthly statement reflecting your account's activity.

Rest assured THERE WILL BE NO UPCHARGE for services performed on your property.

- Have peace of mind. When you list your property with New Braunfels Escapes you're associated with New Braunfels most trusted property management company.
- We'll take care of everything from marketing your property to booking guest, to scheduling cleanings, maintenance/repairs, and doing inspections, all to make sure your property meets the highest standards, giving you peace of mind.

Tracey Gaines

361-946-3082

Amanda Eubank

361-332-9629

Associates with Excellence

Amenities provided by NBE include: toilet paper, paper towels, trash bags, mini shampoo, conditioner, body gel, lotion, makeup wipes, dish soap, sponge, dishwasher pods, coffee filters, kitchen towels and kitchen washcloths.



PROPERTY MANAGEMENT AGREEMENT

PARTIES: This is an agreement between Property Owner _____

Hereinafter called Owner and New Braunfels Escapes, LLC, dba, New Braunfels Escapes, hereafter called NBE, for property management services.

PROPERTY: 1. Subdivision _____

2. Address _____

3. Unit# _____

TERM OF AGREEMENT: This Agreement shall commence on _____ and terminate after 6 months. This agreement shall automatically renew on a month to month basis until written notice of termination is given by either party at least thirty (30) days prior to the expiration of the initial term or any renewal term.

CERTIFICATION: Owner certifies that he or she is the legal owner of the described property and has the authority to enter into this Agreement. The owner hereby employs NBE as exclusive property manager and grants NBE the exclusive right to lease and manage the described property. Owner shall provide NBE with keys to the property for the duration of this Agreement.

OWNER OBLIGATIONS:

- 1.) Owner agrees to keep current in all obligations associated with the property, and to notify NBE of any imminent change of ownership, any condition of default, or if there is a risk for foreclosure.
- 2.) Owner agrees to provide liability and casualty insurance on the Property.
- 3.) Owner will provide proof of the insurance to the NBE.
- 4.) Owner agrees to supply utilities to the property including wireless internet. Cable is recommended but not required.
- 5.) Owner agrees to employ an exterminator to perform quarterly treatments for insects on the property
- 6.) Owner must arrange for regular lawn and yard service for the Property or NBE can arrange this at an extra charge and bill owner for these services.
- 7.) Owner agrees to pay credit card processing fees.
- 8.) Owners are required to have a keyless entry lock. Lock must be able to hold up to four codes.

COMPENSATION/COMISSION: The owner agrees to pay NBE on a commission basis based on the following schedule:

- 1.) 22% of the gross rental, before sales tax, for short- term rentals of less than 1-month duration
- 2.) 13% of the gross rental for long- term rentals more than 30 days
- 3.) **RESERVATION PORTABILITY:** In the event of termination or expiration of this agreement, as elected by either party, and NBE has accepted reservations that post-date the termination date of this agreement; Owner may request that future reservations be kept and honored through Owner or another rental management company. In exchange for the portability of the reservations, Owner agrees to pay NBE the gross rental commission, NBE will deduct this for the reservation deposits and issue a check for the balance to the Owner or new company. In the event an Owner selects to contract with NBE and transfer future reservations made through another rental management company, NBE agrees to pay the former rental management company half of the gross commission amount within 30 days after checking out of the reservation.

NBE Obligation to Owner: NBE accepts the employment as property manager and agrees to exert its best efforts to:

1. Lease and manage the described property during the term in accordance with conditions provided herein.
2. Inspect the property as often as NBE deems necessary and in accordance with the Texas Property Code.
3. Submit to owner monthly, an accounting of rental proceeds and expenses.

FEES: The commission fees do not include such expenses as housekeeping, laundry, utilities, credit card fees, pest extermination, deep cleaning, lawn service, maintenance and repair, the cost of these services is very competitive, we strive very hard to keep these costs competitive, NBE will bill the Owner for such services separately. Housekeeping will be billed to guests or owner if owner occupies.

1. We will supply your home with all towels and sheets. A one-time startup fee of \$100.00 per bedroom will be charged on your first statement to cover the cost of linens and towels.

REPAIRS: The owner authorizes NBE to supervise unexpected repairs; to purchase supplies and pay bills therefore at the Owner expense. NBE agrees to the prior approval of the Owner on all expenditures more than two hundred (\$200) dollars for any one item, except emergency repairs in excess of the maximum; if NBE deems such repairs necessary to protect the property from damage or to maintain services to tenants as called for in their lease. NBE will make all attempts to contact owners and keep the tenant within the property. During peak seasons, NBE will NOT honor Home Warranties. These companies do not respond promptly enough. All repairs are billed to the owner at our cost.

HOUSEKEEPING: Cleaning fees of .09 cents per square foot, sales tax and if property is out of the city limits a trip charge may apply. These fees will be billed to the guest. All cleaning will be done by the New Braunfels Escapes cleaning staff. Owners will not be permitted to do their own cleaning. An annual deep clean is mandatory. It will be billed to the owner at 3 times the normal cleaning charge. The deep clean will be floor to ceiling. All furniture and appliances will be pulled out and cleaned under. There is an additional charge for carpets and draperies. The bedding will be included. If there are any questions that you may have that are unique to your situation, or any services that you may wish to have done at your property, feel free to contact us anytime.

INDEMNITY: Owner agrees to indemnify, defend and hold harmless NBE, its agents, employees or contractors from all claims, demands, actions for damages, and the costs incurred (attorney's fees, court costs, claims, etc.) brought as the result of any injuries or damages sustained by Owner or Renters on the Property due to any defect or condition of the Property. Owner also agrees to indemnify the Company against any claims made by any person on the Property that result from activities of the Company, its employees, agents or contractors undertaken at the request of the Owner or in accordance with the Company's obligations under this agreement. The agreement to indemnify survives the termination of this agreement for any claim made during the time the agreement was in force.

ENTIRE AGREEMENT: This document constitutes the entire agreement between the parties. This agreement may be amended only by written agreement signed by the Owner and NBE.

EXECUTION: THIS DOCUMENT HAS LEGAL CONSEQUENCES. PLEASE READ THE ENTIRE DOCUMENT AND CONSULT WITH AN ATTORNEY IF THERE IS ANY PART OF THIS AGREEMENT YOU DO NOT UNDERSTAND.

Executed this _____ day of _____

New Braunfels Escapes, LLC by: _____

Owner: _____