

We are confident that **Sea Coast Rentals** is your best choice in Property Management. Partnering with Sea Coast Rentals, our owners receive 30+ years' of local professional experience in the Vacation Rental Industry, a commitment to providing exceptional service, cutting edge technology and a marketing strategy to engage our database of more than 14,000 repeat guests.

After our site visit in person, we will generate an Annual Gross Rents estimate for you.

IN A NUTSHELL, HOW DOES IT WORK?

We sign a 12 month auto renewable contract. After the first full year, you may cancel with a 60 day notice without penalty, but you must honor the next 180 days of vacation rentals.

We handle all of your marketing, handle your guest reservations, and handle your maintenance.

We collect all the income and hold it in our escrow based system each month. At month end, accounting is done to pay Sea Coast Rentals for any work orders incurred during the month, and to take our management commission. Then, your Reserve is refilled, and the profits are sent to you as a direct deposit on the 5th day of the month for the previous month. Taxes, cleaning, and amenity charges are passed on to the traveler. Only rent dollars go into your account. Only work orders and commission come out of your account. We will pay your sales and occupancy taxes for you monthly. You will receive a 1099 at year end.

Sea Coast Rentals typically charges a 20% property management commission on vacation rentals. If you elect to be in the Seasonal Program (monthly rentals during the off season,) those leases are discounted to 18% management commission. Once we see the property in person, I'm happy to advise if your ocean front location will affect this rate.

As a business partner with Sea Coast Rentals you will experience the following in-house personnel & professional services:

- **Marketing** – Innovative technology with user friendly website which includes both owner and guest portal access. We advertise on 80 platforms, including Seacoastrentals.com, Rent-a-Beach, Airbnb, VRBO, Google pay per click, Booking.com, and AppFolio. Our marketing places your property on over 80 of the most popular vacation search sites. Additionally we advertise on social media platforms such as Facebook, Instagram, and Tik Tok.
- **Photos & Property Description (Free!)** – We take professional property photos and create a full property description to allow guests to visualize their vacation in your property.
- **Guest Service Agents** – We provide 24 hour reservations and accessibility, guest check-in/outs, inquiries, requests and local knowledge.
- **Financial Account Manager** – Provides comprehensive monthly statements, direct deposit disbursements and end of year tax statements. All monthly statements, property calendar, and invoices are accessible through your private online owner portal.
- **Housekeeping Supervisor & Inspector** – Provides professional cleaning services and inspections between **EVERY** guest. An estimate of cleaning service costs will be provided upon a site visit to your property. *Departure Cleaning cost is passed on to the guest. Cost to clean for an optional Owner's Reservation Clean is the only cleaning fee charged to your account.* We inspect your property twice between guests at **NO COST**. During off season if your property is vacant we will inspect for you at **NO COST** every two weeks to keep an eye on your property for you.
- **Linens Service** – We provide professional linens service to the guest. Linens are sanitized using a commercial grade cleaning process. Fresh linens will be awaiting the Guest's arrival and picked up upon their departure. Linens provided include: bed sheets, pillow cases, bath towels and mat, and kitchen towels. *Cost for Linen Service is passed on to the guest.*
- **Sundries**-We ask that the owner not provide soap or sundries. We find that minimal is best. Sea Coast Rentals will provide a **FREE** gift bag to your guest that includes a starter roll of paper towels and 2 toilet

papers. We communicate with your guest at 16 points during the reservation period and they know what they need to purchase or bring.

- **Maintenance Supervisor** – 24-hour emergency maintenance services, to protect your investment and keep your property in overall good condition and prevent larger issues from arising. It is our goal to make the guest's vacation the best experience possible, generate return guests and avoid guest complaints. *Customized, monthly maintenance services (including lawn mowing) are provided to owners at additional costs, if desired.* Our in house team is also capable of handling many maintenance and construction costs in house at greatly reduced rate of labor. We know all the vendors and subcontractors in the area and will always seek to get you the best deal on required maintenance.
- **Sea Coast will establish a starter fund with you in your owners account at a cost of \$500 minimum balance on condos, \$1000 minimum balance on 3+ bedroom homes, \$2500 on 8+ bedroom homes.** This fund will pay for any needed housekeeping or maintenance during start-up. Thereafter, we will maintain this fund out of rental proceeds. We will set a maximum amount (typically \$300,) that Sea Coast can spend on your behalf for emergency repairs during guest stays in the event we are unable to reach you for approval.
- **Our team may from time to time provide services for you or arrange services for you from third party vendors to make repair or improvements to the property.** *Sea Coast charges \$45.00 for a dispatch of maintenance worker to your property for either guest service necessities, or for owner directed tasks. We always seek to gang repairs into one call so as to minimize your cost and frequently give you complimentary service calls if we are already in the area.*
- **Point Central Keyless Locks & Thermostats** – While your property is managed by **Sea Coast Rentals**, each owner receives a **FREE**: Keyless Locking device which is a \$250.00 piece of equipment and **FREE** installation to the main entry door of property. We do require owners to pay monthly cellular service fee of \$25.00.
- **Optional Pet Friendly** – Owners may establish guidelines for pets to include amount and weight limitations. Pet Friendly Properties increase your income as guests are charged a \$300 fee (*per first pet*) at time of booking. If you are amenable to additional pets, we charge \$100 for an additional animal. This fee is only applicable to pet friendly properties and please note a 20% management fee is deducted from the pet fee.
- **Optional Seasonal Program** – As an additional revenue option, we offer participation in a Seasonal Program that allows guest to book by the month in the off-season. This option is a great way to generate money during the slower months of the year when your property would otherwise remain empty and we reduce our Management Fee by 2%.
- **Home Warranty** – If your property has a Home Warranty, owners must provide contact information to warranty company so we may facilitate repairs (if needed).

We are always open to additional suggestions that may generate additional income from your Vacation Rental Property.

Please note that **any "owner or family" time booked is not charged the Management fee.** However, we must ensure your property is thoroughly cleaned upon your departure in order to be prepared for the next scheduled guest. (*Please notify us whether you will be providing the cleaning services or if you require the cleaning services of Sea Coast Rentals.*) If the owner clean is inadequate we will send a cleaner to correct the cleaning issues and ensure the property is up to Sea Coast Standards. In this event, we must pass the cost to pay the cleaner on to you.

Owners Requirements:

Maintain Utilities - Electricity, Water, Sewer, Cable, Wi-Fi, and TV. The minimum TV requirement is internet access so Guest can watch their own apps. Most properties have expanded cable, but a Roku or Fire stick will suffice.