

BELLCOURT.

<i>Based on a 12 month exclusive management authority</i>	Description	Management Fees
Charges To Find A New Tenant		
Leasing Fee	Find tenants, complete documentation, etc	2 weeks rent
Internet Advertising	Advertised on the top 4 property portals in Australia	\$300
For Lease Sign	If practical	\$200
Tenant Database Checks	Charged to check bad debts database, etc	\$50
Property Condition Report	Report completed for ingoing tenant	\$125 p/h up to \$600
Ongoing Monthly Fees		
Management Fee	Charged on gross collections	9%
Admin Fee	Covers banking costs, etc	\$15
Other Charges - If ever charged		
Final Bond Inspection Report	Report completed when a tenant vacates	\$125 p/h up to \$600
Inventory In or Out	Documents inventory for furnished properties	\$125 p/h up to \$300
Routine Inspection Reports	Inspected quarterly	\$90
Lease Renewal	Renegotiate a lease with existing tenant	1 weeks rent
Rent Review	Negotiate a new rent with existing tenant	\$200
Certificate of Title	Charged if not supplied by owner	\$36
Professional Photos	Once off charge to photograph a new property	\$300
Floor Plan & video	If requested by the owner	Cost Price
Annual Summary	Charged yearly to supply an income/expense summary	\$50
Key Cutting	Charged if not supplied by owner	\$20
Court Attendance/Preparation	Prepare documentation & attend court	\$125 p/h
Insurance Claims	Prepare documentation and submit claim	\$100 p/h
ID Confirmation	Once off charge to confirm your ID via a database	\$20
Meeting & Sundry Items	As requested by owner	\$100 p/h

All fees are exclusive of GST