

HORIZON PROPERTIES

PROPERTY MANAGEMENT LONG TERM RENTAL - STANDALONE SERVICES

A - CREATION OF INVENTORY FROM SCRATCH

1. OUR SCOPE OF WORK

- Complete inventory in EXCEL format of all items in the unit.

2. PRICING

FORFAIT "ONE-OFF" - Rs 5,000 + VAT

3. TERMS & CONDITIONS

- *Creation of the inventory in paper & digital format with accounting of all items present in the unit at time of the inventory*

B - RENTAL RATES BENCHMARK & ADVICE

1. OUR SCOPE OF WORK

- Complete audit and comparative analysis of other properties available for rent or resale to enable you to position your property at the "right price" to meet your objectives.

2. PRICING

FORFAIT "ONE-OFF" - Rs 10,000 + VAT

3. TERMS & CONDITIONS

- *A full report is produced and delivered to the owner.*
- *A period of 5 working days is applicable for the completion of the study.*

HORIZON Properties, Geoffroy Road, Bambous, Mauritius

@ : owners@horizon.mu

BRN C15134875 **VAT** 27394812



HORIZON PROPERTIES

C - NON-EXCLUSIVE LT RENTAL/RESALES MANDATE

1. OUR SCOPE OF WORK

- Development of the audio-visual material allowing the valorisation and marketing of the property or of an equivalent unit.
- Distribution of the unit through our partnered REA
- Creation and signature of the rental agreement.
- Control of the inventory provided by the owner at the arrival and departure of the tenant

2. PRICING

• **LTR: 1 MONTH RENT + VAT for a 12 months' lease**
or 15% of total rental contract if the lease is less than 1 year

• **RESALES: 2% OF THE SALES PRICE + VAT**

3. TERMS & CONDITIONS

- *The non-exclusive mandate is given for a defined limited period of time, the owner will inform HORIZON Properties if a transaction is made with another agency for his unit.*
- *Charges (electricity, water and internet) are to be paid directly by the tenant*
- *The fixed fee is calculated on a pro rata basis in the case of a rental contract of less than 1 (one) year*
- *An agent's commission equivalent to 1 month's rent + VAT is payable to HORIZON in the event of a transaction carried out by HORIZON Properties*

D - LONG-TERM TENANT CHECK-IN OR CHECK-OUT

1. OUR SCOPE OF WORK

- Welcome of the client and handing over of the keys
- Inventory with the client

2. PRICING

PRICING - ONE-OFF : Rs 5,000 + VAT per occ. (CI + CO = 2 occ.)

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HORIZON PROPERTIES

E - FULL UNIT INVENTORY & ETAT DES LIEUX

1. OUR SCOPE OF WORK

- Complete inventory of the unit (Initial Inv. must be provided)
- Audit & Verification of all appliances & equipment
- Detailed report of snagging items & corrective actions required
- Complete "État des lieux" with pictures

2. PRICING

"ONE-OFF" - Rs 20,000 + VAT

F - SYNDIC REPRESENTATION & REPORTING

1. OUR SCOPE OF WORK

- Attendance and representation of the owner at the Syndic's Meeting
- Report on the proceedings and decisions taken at the meeting

2. PRICING

FORFAIT "ONE-OFF" - Rs 4,000 + VAT

3. TERMS & CONDITIONS

- *Upon receipt of the signed power of attorney document allowing us to represent the owner.*
- *The report is sent to the owner within 3 working days.*



HORIZON

PROPERTIES

G - GROCERIES & AMENITIES PRE-STOCKING

1. OUR SCOPE OF WORK

- Purchase of food or commodities before entering the unit - according to a shopping list defined and shared beforehand by the client

2. PRICING

ONE-OFF: Rs 1,250 + VAT per occ. + Cost of Groceries

DATE	OWNER's NAME	RESIDENCE & UNIT	SIGNATURE
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