

# Letting Agency Agreement (Ahnn & Co Real Estate Services)

This Agency Agreement ("Agreement") is made on **7th February, 2026** between:

**(1) Property Owner (Landlord/Manager): Ahmed Sidibe** ("Owner/Manager")

Phone: **0244464938**

**(2) Agent: Ahnn & Co Real Estate Services** ("Agent")

Phone: **0555879695**

Together referred to as "the Parties".

## 1) Property

The Owner appoints the Agent as letting agent for the property described as:

- **Property Type:** 4-bedroom house with boys' quarters
- **Address:** GR-017-6367, Nii Atofotse Lane, Cantoment, Ghana
- **Use:** Luxury residence or high-end commercial use (as agreed with the tenant)

## 2) Purpose of Appointment

The Agent will market the Property, source prospective tenants, arrange viewings, and support negotiations to secure a tenant for the Owner.

## 3) Rental Price Guidance

The Owner's target rent is **USD \$4,500 per month (negotiable)**.

Final rent and tenancy terms remain subject to the Owner's written approval.

## 4) Commission (Agent's Fee)

The Owner agrees to pay the Agent a commission **based on the initial rent amount actually paid by the tenant at the start of the tenancy** (including any upfront rent paid for the agreed term), calculated as follows:

- **Up to 1 year rent:** 3% of the initial rent paid

- **Up to 2 years rent: 4%** of the initial rent paid
- **More than 2-years rent: 5%** of the initial rent paid

## 5) When Commission Is Earned

Commission is earned and payable when any of the following happens due to the Agent's introduction or marketing efforts:

- a) A tenant introduced by the Agent pays any amount to commence the tenancy, or
- b) A tenancy agreement is signed with a tenant introduced by the Agent, or
- c) The tenant takes possession of the Property (whichever occurs first)

## 6) Owner Responsibilities

The Owner agrees to:

- Provide accurate property information needed for letting
- Allow reasonable access for viewings (by appointment)
- Confirm acceptance or rejection of prospective tenants promptly
- Notify the Agent if the Property is rented through another source during the term of this Agreement

## 7) Agent Responsibilities

The Agent agrees to:

- Market the Property in a professional manner
- Arrange and attend viewings (as needed)
- Provide feedback and updates to the Owner
- Act in good faith during negotiations

## 8) Exclusivity

Tick one:

- ☐ **Exclusive:** Owner appoints Agent as the sole letting agent
- ☐ **Non-exclusive:** Owner may use other agents, but commission remains payable if the tenant came through the Agent

(If not ticked, this Agreement is deemed **Non-exclusive**.)

## 9) Term and Termination

This Agreement **continues until the Property is successfully let to a tenant** or until terminated under this clause.

Either party may terminate this Agreement by giving **7 days' written notice** to the other party.

Termination does not remove the Agent's right to commission for:

- any tenant already introduced by the Agent, or
- any tenant who takes up the Property through the Agent's introduction (even if completion happens after termination)

## 10) Dispute Resolution

The Parties will first attempt to resolve disputes amicably. If unresolved, disputes shall be handled under the laws of **Ghana**, and the courts of Ghana shall have jurisdiction.

## Signatures

### Owner

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### For Ahnn & Co Real Estate Services (Agent)

Name/Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_