

Long term / Short term (x months) Rental Agreement

This agreement made, and entered into by and between:

David & Jeanette Lancaster of legal age, with residence address at Apartment 1106 Rawai Building, Royal Palms, Acacia Estates, Taguig City 1632, hereinafter referred to as the LANDLORD

	Tenant 1	Tenant 2
Tenant's name		
Phone number		
Email address		
Home address <i>including post code</i>		
Valid ID		

Total people in renting property as agreed	1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	
Term Rental	<input type="checkbox"/> Short term <input type="checkbox"/> Long term	
Number of Adults	0	
Children	0	
Reservation <i>Note: See section 4 reservation fee</i>	Min 1 month stay	Less than 1 month stay
	Php 7,000.00	Php 5,000.00
Rental period	Check in time	Check-out
	At 3pm	At 11 am
Deposit <i>Note: See section 5 deposit</i>	Min 1 month stay	Less than 1 month stay
	Php 29,000	Php 10,000
Terms of payment	Min 1 month stay	Less than 1 month stay
	One month advance rent plus one month deposit Equivalent to min 1 month rent	Full payment required number of nights stay

TERMS OF PAYMENT

	Payment date	Payment received through	Paid by	Payee Signature	Payment Received by	Receiver Signature
Long term – minimum 1 month stay						
Php 7,000.00 <i>Reservation fee</i>		Cash / Bank/Paypal				
Php 29,000.00 <i>One month deposit</i>		Cash / Bank/Paypal				
Php 29,000.00 <i>One month advance</i>		Cash / Bank/Paypal				
Short term – Less than 1 month stay						
Php 5,000.00 <i>Reservation fee</i>		Cash / Bank/Paypal				
Php 10,000.00 <i>deposit</i>		Cash / Bank /Paypal				
Please note rental fee shall be fully paid ahead for less than 1 month stay.						

Please fill out and sign 2 (two) copies of this Agreement and email both copies to **LANDLORD**. Kindly attached ONE of the valid ID for owners reference (i.e driving licence, passport copy, SSS ID, Tin ID)

WITNESSETH THAT:

WHEREAS the **LANDLORD** is the owner of a condominium unit located at Apartment 1106 Rawai Building, Royal Palms, Acacia Estates, Taguig City 1632

The **LANDLORD** agrees that the above mentioned unit can be rented to a **TENANT** in the following circumstances.

1) ASSOCIATION DUES:

The **LANDLORD** will be responsible for the payment of the Association Dues. This will not be the responsibility of the tenant if it's less than 5 months stay however the **TENANT(S)** and the **LANDLORD** will be shared 50% each for the association dues from 6 + month stay. Please note that association dues vary yearly.

No.	Monthly Association Dues (Php 2,346) 50%	TENANT shall pay the monthly association dues to the LANDLORD on the following dates:	Details of payment
1	PHP 1,173	Every end of the month	Payment shall deposit at LANDLORD'S bank account details

			Account name: Jeanette Masagca Bank name: BPI Family bank BPI Account no.:0469836223 Branch: Ayala Makati
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2) MONTHLY RENTAL AGREEMENTS:

The rent payable to the **LANDLORD** shall be **PHP 29,000.00** monthly which does not include utility bills such as water, electric, cable TV and internet and monthly dues if minimum 6+ month's rent. The **TENANT** will be responsible for those bills and will make sure the tenant pays the utility bills or otherwise a security deposit is taken and used for this purpose should the tenant fail to fulfil their contractual obligations.

3) UTILITY BILLS:

Short Term rent – less than one month stay

The liability for **electric bill** will be accommodated by the **TENANT**. Other utility bills, such as water, cable, internet, are **FREE**.

Long Term rent – Minimum 1 month stay

For long term the following utility bills will be accommodated by **TENANT** such as Internet/Cable, Electric and Water bills.

Long Term rent – 6 + months stay

For minimum 6 months stay the following bills will be accommodated by **TENANT** such as Internet/Cable, Electric and Water bills and 50% association dues.

Utility bills such as water, electric bills will be directly payable to Royal Palm Office and cable TV and internet bills will be directly payable to the following cable link offices.

The **TENANT** must not seek, or allow, disconnection of any utility, or alter the identity of the supplier without the prior written permission of the **LANDLORD**. The **TENANT** will be liable for the cost of reconnection of any of these services

The payment receipt should inform the owner for the payment confirmation and sent a scan copy of the receipt for reference. The original receipt should be kept and hand over to **LANDLORD's** assistant at the end of the contract.

Payable to Royal Palm office

Electric and Water Bills

JANE L. ZARCENO

Property Manager - Royal Palm Residences
Condominium

**DMCI HOMES PROPERTY MANAGEMENT
CORP | DMCI HOMES**

Tel. No. 63 (2) 571-9195

Fax No. 63 (2) 571-9195

mobile No. 0922-8715196
09428013105

Internet:

jane_royalpalm@yahoo.com

lajada_jane@yahoo.com

Payable to Cable link

**Cable tv & internet bills – Php
2,399/monthly**

▪ **Taguig Office**

1-A Gen Luna St. Osusan Taguig City
Tel.no. 6421114 and fax 6421117

▪ **Main Office**

Paranaque Office
8210 Dr A Santos Ave Paranaque City

▪ **Bando De Oro**

Pay you CATV and Internet bill any
BDO Branch nationwide
Fill up the Bills Payment form and indicate cableline as
the company name

▪ **7-11**

Accepts payment at any time of the day, seven days a
week, just present your statement of account

▪ **Credit card**

Over the counter credit card payment. This facility can
be avail at cable link offices.

Cable link contact number : +6329885465

4) RESERVATION FEE:

Each **TENANT** that occupies the apartment will pay a reservation fee. Once the reservation fee receives by the **LANDLORD** through PayPal this is the only time the specified date will be blocked and the unit will be reserved. The reservation fee will be deducted on the second month (P29,000 – P 7,000 = P22,000 payable to the LANDLORD on the second month if long term).

Long term

Please note if the rent is only for min 1 month the P7,000 reservation fee will be refunded including the 1 month deposit (P29,000) if in any case there is no problem)

Short term

Please note if the rent is less than 1 month the P5,000 reservation fee will be refunded including the P10,000 deposit by end of contract if in any case there is no problem.

5) DEPOSIT:

Each **TENANT** that occupies the apartment will pay a one month deposit to the **LANDLORD** in advance. The security deposit will be held by the **LANDLORD** to ensure the check out runs smoothly and the **TENANT** gets back their deposit at the appropriate time or the end of the contract. An inventory and schedule of condition is signed by each **TENANT** upon check in and they agree that any damage to the apartment or its fixtures or fittings or accessories such painting display, bedroom and guest room, kitchen and toilet stuff, will be taken from their security deposit upon check out or they are responsible to replace it.

6) RENEWAL OF CONTRACT BY TENANTS:

The **TENANTS** should give 1 (one) month notice for the renewal of the contract if long term. The tenant can only extend their stay if the schedule still available in the website if short term.

7) JOINT AND SEVERAL LIABILITIES:

If more than one **TENANT** signs the agreement each will be liable together and individually for ALL obligations of the tenancy.

Declarations by **TENANT**

The signature of the **TENANT** on this agreement confirms the following:

- that the **TENANT** has not knowingly or carelessly given false or misleading information to the **LANDLORD** in connection with obtaining this tenancy;
- that the **TENANT** made a full and true disclosure of all information sought by the **LANDLORD** in connection with the grant of this tenancy;

8) ENDING OF THE TENANCY

Long term- Min 1 month

The **LANDLORD** will send an email to Royal Palm office one day before the check out. The **LANDLORD's** assistant will then coordinate the available time to meet the tenant on the check out date and sign/ agree the checklist is complete and ensure to pay all damages as agreed on section 5 Deposit.

The tenant should pay ALL the bills for the remaining days use. If the bills are not available on this stage the **LANDLORD's** assistant will compute the number of stay manually or with the help of Royal Palm personnel. The **TENANT** should ensure that all balance is fully paid.

Once ALL complete this is the only time the deposit will be returned to the **TENANT**.

Shor term –Less than 1 month

The **LANDLORD** will send an email to Royal Palm office one day before the check out. The **LANDLORD's** assistant will then coordinate the available time to meet the tenant on the check out date and sign/ agree the checklist is complete and ensure to pay all damages as agreed on section 5 Deposit.

Stay from 2 to 6 nights – Php2500/per night – fully paid ahead of the rent. The tenant should pay electric bill for the remaining days use.

Stay from 7 to 21 nights – Php2000/per night – fully paid ahead of the rent
The tenant should pay electric bill for the remaining days use.

If the bills are not available on this stage the **LANDLORD's** assistant will compute the number of stay manually or with the help of Royal Palm personnel. The **TENANT** should ensure that all balance is fully paid.

Once ALL complete this is the only time the deposit will be returned to the **TENANT**

OTHER TERMS AND CONDITIONS

- a. The **LANDLORD** has the right to inspect the premises with notice to the **TENANT** at any time to enforce the terms of this agreement. Should the **TENANT** violate any of the terms of this agreement, the rental period shall be terminated immediately. The **TENANT** waives all rights to process if they fail to vacate the premises upon termination of the rental period. The **TENANT** shall vacate the premises at the expiration time and date of this agreement.
- b. The **TENANT** shall maintain the premises in a good, clean, and ready to rent condition, and use the premises only in a careful and lawful manner. The **TENANT** shall leave the premises in a ready to rent condition at the expiration of the rental agreement, defined by the **LANDLORD** as being immediately habitable by the next tenants. **TENANT** shall pay for maintenance and repairs should the premises be left in a lesser condition. The **TENANT** agree that the **LANDLORD** shall deduct costs of said services from the security deposit prior to refund if **TENANT** cause damage to the premises or its furnishings.

- c. The **TENANT** shall pay for any damage done to the premises over and above normal wear and tear.
- d. No animals or pets of any kind will be brought onto the premises.
- e. The **TENANT** shall have no more than number of persons as agreed total tenant reside or sleep on the premises. **TENANT's** shall not sublet the property, take in lodgers or other paying guests or otherwise part with possession of any part of the accommodation without the prior written permission of the **LANDLORD**. The **TENANT** must not operate any kind of business from the accommodation without the prior written permission of the **LANDLORD**.
- f. There shall be no smoking inside the premises. Smoking is permitted outside the unit.
- g. The **TENANT**, and those living with or visiting the tenant, will take reasonable care not to cause or allow damage to be caused to the accommodation, decoration, fixtures, fittings, furnishings, the common parts and property of neighbours.
- h. The **TENANT** must ensure that household **GARBAGE** is put in the proper place allocated in the lower ground of the building, sealed and placed in the bin provided. If no such place exists, rubbish must not be placed anywhere in the common parts and should be put out for collection only on the day designated for collection. Exact location can be asked in the reception in the lobby of the building.
- i. **LANDLORD** shall provide towels, linens, cups, knives, forks, spoons, dishes, and other items as commonly used by the **LANDLORD** family. Toilet paper, soap, dish detergent, laundry soap, shampoos, and other consumables are to be purchased by the **TENANT**. No reimbursement will be made for unused consumables left at the premises. If consumables exist at the premises when the **TENANT** arrives the **TENANT** is free to use them.
- j. Washing Machine has own cage and padlock and available to use by the **TENANT**. The **TENANT** should leave the cage locked and in the clean condition after used.
- k. There shall be no refunds of rents because of shortened stays or ruined expectations due to work and family emergencies or other commitments.

- l. **TENANT** shall use the property for legal purposes only and other use, such as but not limited to, illegal drug use, abuse of any person, harbouring fugitives, etc. shall cause termination of this agreement with no refund of rents or deposits.
- m. The **LANDLORD** ensures that at the beginning of the tenancy, the property is fit to be lived in.
- n. The **TENANT** must immediately report to the landlord any emergencies affecting the accommodation including interruption to the supply of water, gas and electricity.
- o. Alterations. The **TENANT** is not entitled without the prior written permission of the **LANDLORD** to:
- alter, improve or enlarge the accommodation;
 - add new fixtures or fittings to the accommodation;
 - Decorate the outside of the accommodation etc.
 - Move furniture or other fittings etc.
 - change any of the locks in the accommodation or add new locks

SERVICES OFFERED

Professional cleaning, ironing and laundry services can be requested at the website or email directly the owner. The fee is directly payable to the **LANDLORD** assistant.

- a. Cleaning fee - Php 1000.00 (Weekly or monthly)
- b. Laundry and Ironing (Weekly or monthly) .Free Collection & Delivery. The **TENANT** can request clean towels and to change the duvet cover, pillow cases and bed sheets for both bedrooms for additional cost. This service can be requested in the website.

IN WITNESS WHEREOF, the parties have hereunto set their hand this day of **XXXXX** at Apartment 1106 Rawaii Building, Royal Palms, Acacia Estates, Taguig City 1632

David & Jeanette Lancaster
OWNER

TENANT

Signed in the Presence of:

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
_____) SS.

BEFORE ME, a Notary Public, this _____ day, personally appeared the following:

Name	CTC/Passport Number	Date/Place Issued
(David & Jeanette Lancaster)		
Janing Masagca	_____	_____
_____	_____	_____
_____	_____	_____

This instrument, consisting of **9** pages, including the page on which this acknowledgment is written, has been signed on the left margin of each and every page thereof by the concerned parties and their witnesses, and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto set my hand the day, year and place above written.

Notary Public
Doc. No.;
Page No.;
Book No.;
Series of 2015