



THE RENTAL SHOP
RENTALS & ASSET MANAGEMENT

AGREEMENT OF SERVICE

Relocation Package

The Rental Shop has been commissioned to help and assist in services such as described below in this contract together with the terms and conditions which apply. Furthermore power of attorneys are added for process efficiency. This agreement is only for current clients.

NAME:

ADDRESS:

DOCUMENT NUMBER:

DATE OF BIRTH AND PLACE:

EMAIL AND PHONE NUMBER:

BANK ACCOUNT:



The services which cliënt can request:

- I. Support in terms of explaining governmental and municipal documents, bills and or forms for cases such as; sewage- and water tax, taxes and levies concerning rental apartments;
- II. Aiding with registering at the municipality through live phone support;
- III. Advising the response to governmental and municipal documents, bills and or forms when client does not agree or wrong information has been processed, then revising a reaction in documents within our field of expertise;
- IV. Drafting a calculation if client will be applicable for requesting rental support by government / huursubsidie together with client. After-hand requesting this online using the official gateway through the governmental portal together with cliënt. Client must bring his DigiD and BSN number together with a current rental agreement.
- V. Advising on where to request DigiD code, delivering support where possible.
- VI. Translating documents from Dutch to English. *This will be done informal and in summarised version for the sole purpose of explaining the intent of the letter.
- VII. Having a translator available (French, Polish, German, Spanish) for communication and explaining tax (only house) and subsidy documents for
- VIII. Requesting and aiding parking permit or finding solutions if they have been denied.
- IX. Aiding in cancelling or transferring utilities (such as: gas, light, water, internet and TV) after cancellation of the rental agreement.
- X. Support in correctly terminating the rental agreement upon cancellation, such as drafting up a correct and legally binding rental cancellation form.
- XI. Aiding in providing cleaning services.
- XII. Solution finding between tenant and lessor if property management is not in place.
- XIII. Advice on which governmental department to concerning: importing cars, BSN number etc.
- XIV. Aiding with insurance providers and bank account.
- XV. Advice if cliënt does not get their work invoice paid as being a ZZP'er, what are the legal steps to take. Where possible or if necessary providing phone support.
- XVI. Advice if cliënt does not get their salary paid as being an employee, what are the legal steps to take. Where possible or if necessary providing phone support.
- XVII. Aid when property maintenance is not performed properly; contact property manager and/or owner and finding a workable solution

Conditions and terms of contract which apply to this service agreement.



THE RENTAL SHOP

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- (1) Client must deliver the correct documents and full documentation before response or advice.
- (2) This contract has been entered for the period of minimum 3 (three) years starting on the date of signing, or discussed otherwise.
- (3) Cancellation period for this agreement is 4 calendar months due process- and work completion starting from the end of the current month of cancellation
- (4) The Rental Shop can only advise on certain matters. If a lawyer or professional is needed costs are for cliënt. This will be done after approval. Cost estimation will be provided on forehand.
- (5) Client must request service per email and specify the request plus add the documents, the due date and what is needed.
- (6) This service agreement is meant purely and solely to provide support. It is not intended to completely take over the full burden. Client must always respond or actively take control of the situation. We are solely here to provide support or advice where possible.

Power of Attorney

Utility Management

- (7) Client provides The Rental Shop or any employee from Maximilius BV full authority to request the following utilities; gas, light, water, internet, tv through one of their partners such as Partner Pete or direct. Lowest rates shall try to be provided in combination with longer terms.
- (8) Current utility contracts may be cancelled to request new ones.

Contact with municipal or governmental agencies

- (9) Client gives The Rental Shop or any employee; such as translators from Maximilius BV full authority to contact with these agencies when requested and if needed and may discuss personal details for the case of helping cliënt.

Insurance

Healthcare

Client wishes to have personal liability insurance, one of our partners will contact him to set this up who is qualified and trained for this.

Current contracts may be cancelled to request new ones per end of year.

Personal Liability / Aansprakelijkheidsverzekering

Client wishes to have personal liability insurance, one of our partners will contact him to set this up who is qualified and trained for this.

Costs as discussed:

euro per month and payable up front

This is to be paid monthly to HGP Vastgoed Diensten per monthly invoice to bank account:

Reference: Address of current apartment.

When client cancels contract before minimum period as discussed in (2) without premature written permission full fee of outstanding period shall be requested at once. Any costs of incasso or legal fees will be for the account of cliënt. Pricing may adjust yearly with a maximum of 3%.

The Rental Shop

Maximilius BV

Clïent(s)

Date:

Date:

Signature:

Signature:



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