



Unit Listing Agreement

Thank you for enquiring about listing your villa on our web site www.drghprop.com.

Our Service

- We accept from you **at least 15 good quality** photos (more if you have them as we usually put 15 on each web page but some homes have a lot more). Please have at least one picture of the rental exterior, one of the pool if applicable and additional pictures of the lounge, master bedroom, kitchen, etc. We also need some detail of the facilities your villa offers - this is to enable us to answer the myriad of questions that we get asked by prospective renters. Taking a look at any of our existing home listings will give you an idea of the detail we require. If you have an existing web site we can usually use the information contained on that provided there are no copyright issues.
- We need an availability list from you and **a commitment to keep this updated for us** - a simple email whenever you get a booking will suffice. Your commitment to this is very important to us. We will, in turn, notify you of bookings that we obtain at the time we secure the reservation.
- We will need your **standard price list** by months and then we will review with you to try to obtain the best competitive rates possible. We retain 15% of this price on each booking we get for you. There is an obvious temptation to increase your standard prices by 15% to cover this cost but if the net result is too expensive then we will not convert any enquiries and you will get no bookings, we earn no commissions and the exercise becomes pointless. We would expect you to quote to us the prices you quote your clients.
- We will build a page for your villa for a small one time fee of \$50.00 and add it to our web site. All the enquiries from the web site will be handled by DRG Property Services personnel. This is why we need to know your villa in detail and why we need up-to-date availability as changes occur.
- When an enquiry is converted into a booking you will receive from us details of the renter, the net rate obtained and the arrival and departure dates, etc. We will collect the money on your

behalf (including our standard security deposit) and forward the agreed amount to you once the full payment has been received. We retain the security deposit and **only return this to the client once we have clearance from you** that everything is in order with your villa.

- We do ask that you remember that any rentals we obtain for your rental unit are done at our expense using our time and effort - these are **our clients** and we ask that you respect this. We have had past occasions where local management companies have tried to poach our clients and this is not acceptable to us (for obvious reasons). We work extremely hard to attract our clients and try to offer you, our owners, a good service. All we ask is that no direct contact is made with our clients by you.
- Our client rental terms are listed on our web site at:

<http://www.drgprop.com/bookingconditions.pdf>

and any rentals put into your villa will be subject to these terms and conditions.

What's in it for you?

- Your villa will be listed on a high traffic web site free of any annual charge to yourself.
- We will work to obtain rentals for you with no further effort on your part except that of keeping your availability accurate with us. All you have to do is make the booking with your management company and confirm this to us.
- In short, **no marketing, a small up-front cost, very little work and minimum risk. Our only ongoing fee is 15% of the rental price on each booking we obtain.**

What's in it for us?

- The small up front fee simply covers the cost of creating of the web page. We make our money from the 15% commission we take from any bookings we get for you. If we fail to get you bookings then we make no money.
- We take on high quality properties and expect that our clients will have an enjoyable holiday in your villa. This will lead to future repeat business for us (and consequently for you too).

What protection do you have if we discontinue our business?

- Obviously we have no intention of this happening - but the possibility has to be considered.
- We would ensure that you have full contact details for any client that we put into your villa. This means that should we cease doing business for any reason you are not left "high and dry". You would simply make contact with the client and complete the reservation yourself. These are the only circumstances where we would encourage direct contact with our clients by you.
- If you are still interested in listing your villa please email: reservations@drprop.com.

And we will contact you to let you know how to add your property. We look forward to working with you!