

**2025 RENTAL LISTING AGREEMENT**

**PROPERTY INFORMATION**

1. Address: \_\_\_\_\_
2. Unit/Floor: \_\_\_\_\_
3. Unit Telephone Number: \_\_\_\_\_ Location: \_\_\_\_\_
4. Minimum Rental Period: \_\_\_\_\_
5. Term of Listing: 1 year (refer to para 2)
6. List existing Brokers: \_\_\_\_\_
7. Current Commission: \_\_\_\_\_%
8. May we put a sign on your property? Yes  No  (max 3 signs per building)

**OWNER INFORMATION**

1. Owner: \_\_\_\_\_
2. Make Checks Payable to: \_\_\_\_\_
3. Social Security/Federal I.D. #: \_\_\_\_\_
4. Mailing Address: \_\_\_\_\_
5. Email Address: \_\_\_\_\_
6. Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_  
(F) \_\_\_\_\_ (C) \_\_\_\_\_

**IN CASE OF EMERGENCY:** (Contact the following)

1. Weekend Emergency # \_\_\_\_\_
2. Appliance Repair: \_\_\_\_\_ Phone: \_\_\_\_\_
3. Plumber: \_\_\_\_\_ Phone: \_\_\_\_\_
4. Cleaning: \_\_\_\_\_ Phone: \_\_\_\_\_
5. A/C Repairs: \_\_\_\_\_ Phone: \_\_\_\_\_
6. Electrician: \_\_\_\_\_ Phone: \_\_\_\_\_

**RENTAL AGENT:**

Phone: o \_\_\_\_\_ c \_\_\_\_\_

Office Email: \_\_\_\_\_

**AMENITIES** The amenities shall remain as set forth below unless otherwise advised in writing by Owner.

NUMBER OF BEDROOMS: \_\_\_\_\_ NUMBER OF BATHS: \_\_\_\_\_ OCCUPANCY LIMIT: \_\_\_\_\_

**Beds**

King Beds _____	Queen Beds _____	Double Beds _____	Single Beds _____
Air Mattress _____	Bunk Beds [S/S] _____	Bunk Beds [D/D] _____	Bunk Beds [S/D] _____
Sofa Beds-Double _____	Sofa Beds-Queen _____	Sofa Beds-Single _____	Sofa Beds-King _____
Trundles _____	Rollaways _____	Cribs _____	Futons _____
Day Beds _____	Portable Cribs _____		

**Appliances**

Full Size Refrigerator _____	Mini Refrigerator _____	Stove _____	Oven _____
Dishwasher _____	Microwave _____	Toaster _____	Toaster Oven _____
Disposal _____	Coffee Maker _____	Keurig Coffe Maker _____	Blender _____
Food Processor _____	Crock Pot _____	Mixer _____	

**Dining**

Dishes & Utensils for Kids \_\_\_\_\_ Dining Capacity (Inside) \_\_\_\_\_  
Dining Capacity (Outside) \_\_\_\_\_ Dining Table \_\_\_\_\_

**Cooling**

Central AC \_\_\_\_\_ Window AC \_\_\_\_\_ Wall AC \_\_\_\_\_

**Laundry**

Washer \_\_\_\_\_

Dryer \_\_\_\_\_

Iron \_\_\_\_\_

Ironing Board \_\_\_\_\_

W/D-Shared \_\_\_\_\_

W/D are coin-operated \_\_\_\_\_

**Garage and Parking**

# of Garage Spaces \_\_\_\_\_

Garage Description \_\_\_\_\_

Garage Code \_\_\_\_\_

# of Parking Spaces \_\_\_\_\_

Parking Description \_\_\_\_\_

Alarm Code \_\_\_\_\_

Door Code \_\_\_\_\_

**Television**

# TVs \_\_\_\_\_

# Smart TVs \_\_\_\_\_

Cable TV \_\_\_\_\_

Cable TV (Extended) \_\_\_\_\_

**Internet**

WiFi Network ID \_\_\_\_\_

WiFi Password \_\_\_\_\_

Private Pool \_\_\_\_\_

Pool Is Heated \_\_\_\_\_

**Decking/Patio**

Association Pool \_\_\_\_\_

Private Hot Tub \_\_\_\_\_

# of Decks \_\_\_\_\_

Elevator \_\_\_\_\_

Storage Area \_\_\_\_\_

Sun/Open Deck \_\_\_\_\_

Furnished \_\_\_\_\_

Outside Shower \_\_\_\_\_

Rooftop Deck \_\_\_\_\_

Vacuum \_\_\_\_\_

Enclosed Outside Shower \_\_\_\_\_

Patio \_\_\_\_\_

High Chair \_\_\_\_\_

Outside Shower Shared \_\_\_\_\_

Fenced Yard \_\_\_\_\_

Gas Log Fireplace \_\_\_\_\_

Number Of Fireplaces \_\_\_\_\_

Boat Dock/Slips \_\_\_\_\_ # of Boat Dock/Slips \_\_\_\_\_

Association Tennis \_\_\_\_\_

Private Exercise Room \_\_\_\_\_

Pots/Pans \_\_\_\_\_

Number Of Bikes \_\_\_\_\_

Pillows \_\_\_\_\_

Beach Chairs \_\_\_\_\_

Blankets \_\_\_\_\_

Beach Umbrella \_\_\_\_\_

Cooking Utensils \_\_\_\_\_

Cleaning Supplies \_\_\_\_\_

**Handicap Access**

Ramp \_\_\_\_\_

Handicap Grab Bars \_\_\_\_\_

No Pets \_\_\_\_\_

Pets Considered \_\_\_\_\_

**1. Rental Listing Agreement.** Owner represents that he/she is the Owner of the Property or is authorized by the Owner of the Property to sign this Rental Listing Agreement and that the Owner has the legal right to lease the Property. In consideration of the services to be performed by Goldcoast Sotheby's International Realty, the Owner does hereby authorize and give Goldcoast Sotheby's International Realty a listing to lease this Property at the prices listed or for any other price for which the Owner may agree.

**2. Renewal.** The term of this Rental Listing Agreement is for the period set forth above. The terms and conditions of this listing agreement will be renewed on December 31st, each year after the execution of this Rental Listing Agreement, unless cancelled in writing by the Owner or Goldcoast Sotheby's International Realty. The terms and conditions of this Rental Listing Agreement may not be modified or altered unless by the written authorization and agreement of each party.

**3. Commission.** Owner agrees to pay Goldcoast Sotheby's International Realty a commission of 14%. All payments are to be collected by Goldcoast Sotheby's International Realty and the commission shall be deducted from each payment of rent received by Goldcoast Sotheby's International Realty. In the event Goldcoast Sotheby's International Realty has made a payment to the Owner, which the Tenant withdraws or otherwise cancels such that Goldcoast Sotheby's International Realty never receives the funds, the Owner agrees to reimburse Goldcoast Sotheby's International Realty for any such funds. Goldcoast Sotheby's International Realty may deduct such reimbursement from any funds of Owner held or received by Goldcoast Sotheby's International Realty. Owner understands and agrees that the commission fee is solely for the purpose of securing tenants and does not include Property management services. Goldcoast Sotheby's International Realty is not a property management company. Owner is solely responsible for all Property inspections. In addition, in the event a tenant procured by Goldcoast Sotheby's International Realty purchases or leases the Property from the Owner within two (2) years of the date of the lease, the Owner agrees to pay Goldcoast Sotheby's International Realty a commission of 14% for the rental or 6% for the purchase. AS LESSOR AND/OR SELLER, YOU HAVE THE RIGHT TO INDIVIDUALLY REACH AN AGREEMENT ON ANY FEE, COMMISSION OR OTHER VALUABLE CONSIDERATION WITH ANY BROKER. NO FEE, COMMISSION OR OTHER CONSIDERATION HAS BEEN FIXED BY ANY GOVERNMENTAL AUTHORITY OR BY ANY TRADE ASSOCIATION OR MULTIPLE LISTING SERVICE.

**4. Non-Exclusive Listing.** If this is a non-exclusive listing and other real estate agencies are authorized to lease this Property on behalf of the Owner, the Owner has supplied the names of the other rental agencies where indicated. Furthermore, the owner authorizes Goldcoast Sotheby's International Realty to market/advertise their rental property through various media outlets, including but not limited to, rental marketing websites at the sole expense of the Rental Agent.

**5. Rental Payment Collection and Disbursement.** Goldcoast Sotheby's International Realty shall collect on behalf of Owner all payments required. All such funds shall be placed in Goldcoast Sotheby's International Realty's Trust Checking Account (a non-interest-bearing account) prior to disbursement. Owner acknowledges that any payment shall not be disbursed to the Owner until a reasonable time after such funds have cleared the account of Goldcoast Sotheby's International Realty. Payments will be mailed to the owner 14 days after receipt of payment.

**6. Credit Card Payments and Charge Backs.** In the event that a tenant cancels a rent payment they made using a Credit Card, known as a "Charge Back", and the credit card company upholds that cancellation and refunds the tenant, then the owner shall return to Goldcoast Sotheby's International Realty all monies they received from that payment. By the definition written by the New Jersey Real Estate Commission, a "Charge Back" is the re-crediting of a previously charged payment to the account of a cardholder through the electronic debiting of the account of the broker.

**7. Vacation Rental Damage Plan (VRDP).** All rentals include a \$50 premium that the tenant will pay to Goldcoast Sotheby's International Realty for a VRDP (provided through Generali Global Assistance) that insures the tenant for unintentional damages they may cause to your rental property during their stay (up to a maximum of \$1,500), provided such damage is disclosed/reported by the tenant to Goldcoast Sotheby's International Realty prior to check-out. Should the tenant not disclose/report damages and damages are found by the owner or his contractors, owner can still report the damages to Goldcoast Sotheby's International Realty within 3 days of the check-out date. FOR ALL CLAIMS - THE OWNER MUST SUBMIT TO Goldcoast Sotheby's International Realty ALL PAID RECEIPTS FOR REPAIRS/REPLACEMENTS THAT THE OWNER HAS PAID FOR. WITHOUT RECEIPTS, Generali Global Assistance WILL DENY THE CLAIM. Reimbursement checks will be paid directly to Goldcoast Sotheby's International Realty by Generali Global Assistance and Goldcoast Sotheby's International Realty will disburse such funds accordingly. Certain terms and conditions apply. Full details of the VRDP are contained in the Certificate of Insurance or Insurance Policy, and can be found on-line at <https://www.goldcoastsir.com>. In the event the tenant chooses to not purchase the VRDP, a standard Security Deposit of \$1,500 or an amount equal to the cost of the full rent, whichever is less, will be charged to the tenant.

a. Security Deposit. The Owner understands and agrees that if a security deposit is charged it will be refunded to the tenant fourteen (14) days after termination of the lease unless otherwise directed by the Owner to the Rental Agent. The Owner is solely responsible for monitoring the condition of the Property and advising the Rental Agent, in writing, as to the disposition of the security deposit within 7 days of the termination of the lease. In the event of any dispute, the Owner authorizes the release of the Owners address and contact information. Owner hereby authorizes Goldcoast Sotheby's International Realty to release the security deposit to the tenant as set forth in this listing agreement.

**8. Non-refundable Tenant Processing Fee.** The undersigned Owner understands and agrees that Goldcoast Sotheby's International Realty under this contract may charge a non-refundable tenant processing fee to the tenant under each lease. This fee represents the efforts of Goldcoast Sotheby's International Realty in processing the rental application of the tenant. The undersigned Owner understands that Goldcoast Sotheby's International Realty represents only the Owner in this rental transaction and the commission to Goldcoast Sotheby's International Realty in this agreement as well as the tenant-processing fee represent compensation from both parties for the rental transaction. This fee will be deducted from the first payment made by the tenant.

**9. Condition of Property.** Owner represents and warrants that the Property is habitable and in compliance with all Local, County, State and Federal laws and regulations including but not limited to those pertaining to Licensing, Land Use, Health, Housing Code and Fire Safety.

**10. Repair or Cleaning Authorization.** Owner authorizes Rental Agent to undertake repairs, replacement or cleaning up to a maximum of \$200 for each incident. For repair, replacements or cleaning exceeding this sum, Rental Agent must obtain permission of Owner. Rental Agent will endeavor to contact the owner and utilize the services of the above owner's contractors for any such work.

**11. Video Surveillance Equipment.** Goldcoast Sotheby's International Realty recommends that all video cameras and other surveillance equipment, both inside and outside the property, be removed prior to any tenant occupying the property. Goldcoast Sotheby's International Realty suggests that any video cameras and other surveillance equipment at the property while unoccupied be clearly posted that the area is under video or other surveillance. Any video cameras or other surveillance equipment that is going to remain at the property during occupancy must be disclosed to tenants prior to them accepting a lease. Owner agrees to indemnify Goldcoast Sotheby's International Realty, from any violations of State or Federal Privacy Laws, and any other civil or criminal complaint or other legal action that pertains to the use or placement of any video cameras or other surveillance equipment located at the property.

**12. Sign Authorization.** Owner hereby grants Goldcoast Sotheby's International Realty the authority to erect a rental sign on the Property. The Owner acknowledges that the Owner is aware of the Ocean City, New Jersey municipal ordinances governing real estate signs. The Owner further acknowledges that no other broker has been given the authority to place a real estate sign on the Property, which would result in violation of the Ocean City, New Jersey ordinances governing real estate signs. The Owner is solely responsible for any and all violations of municipal ordinances in regard to the placing of real estate signs on the Property.

**13. Owner Indemnification.** Owner hereby indemnifies Goldcoast Sotheby's International Realty for any and all claims, losses and expenses, including reasonable attorney's fees, incurred in connection with the rental of the Property, including the holding or release of any security deposit or the placement of real estate signs on the Property. In the event Tenant chooses Security Deposit, not VRDP, Owner hereby authorizes Goldcoast Sotheby's International Realty to release the security deposit to the tenant as set forth in this listing agreement. Owner understands and agrees that Goldcoast Sotheby's International Realty and its Agents are acting as Rental Agents Only and are not property managers.

**14. Consumer Information Statement and Attorney General Memorandum.** By signing this Listing Agreement, the Owner acknowledges receipt of the Consumer Information Statement on New Jersey Real Estate Relationships and the Memorandum of the Attorney General Of New Jersey regarding the New Jersey Law against Discrimination and Federal Fair Housing Law. Goldcoast Sotheby's International Realty intends, at this time, to work with you as an Owner/Landlord agent only.

**15. Cancellation Policy.** Prior to Receipt of Fully Executed Leases: All requests to cancel a rental reservation must be made in writing, via fax, mail or email to Goldcoast Sotheby's International Realty. If we receive a request to cancel a rental reservation prior to our receiving the fully executed copy of the lease from the Owner, we will cancel the reservation and return rental monies paid, less the non-refundable Processing Fee.

a. After Receipt of Fully Executed Leases: If you must cancel your reservation after we have received the fully signed lease from the Owner, you must notify us in writing via fax, mail or email, with your request to cancel. We will attempt to re-rent the property, but no refund will be given and you will continue to be responsible for the full amount of the rental under terms, conditions, and due dates of this agreement, unless and until the property is re-rented at no loss to the Owner. If you have purchased Travel Insurance (see para. 16), please refer to your policy for instructions.

b. If the Property is re-rented at NO loss to the Owner: then the total of any rent consideration paid to Goldcoast Sotheby's International Realty will be returned to the Tenant, less a 12% cancellation fee, if and when the monies are paid by the Owner to Goldcoast Sotheby's International Realty. Please note that the Processing Fee is non-refundable.

The undersigned acknowledge that they have read all pages of this Listing Agreement and warrant the accuracy of all statements and information contained herein. The undersigned certifies that this agreement is the entire and only agreement between the parties and cancels any previous agreements. This agreement can only be changed by a contract in writing signed by all parties.

**IMPORTANT: PURSUANT TO CONTRACT LAW, WE CANNOT PROCESS ANY LISTING AGREEMENT UNLESS IT IS SIGNED.**

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rental Agent

\_\_\_\_\_  
Date

**Available 2025 ( Fill in weekly rates)**

2025 Dates	2025 RATES
01/04/25 - 01/11/25	
01/11/25 - 01/18/25	
01/18/25 - 01/25/25	
01/25/25 - 02/01/25	
02/01/25 - 02/08/25	
02/08/25 - 02/15/25	
02/15/25 - 02/22/25	
02/22/25 - 03/01/25	
03/01/25 - 03/08/25	
03/08/25 - 03/15/25	
03/15/25 - 03/22/25	
03/22/25 - 03/29/25	
03/29/25 - 04/05/25	
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06/14/25 - 06/21/25	
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06/28/25 - 07/05/25	
07/05/25 - 07/12/25	
07/12/25 - 07/19/25	
07/19/25 - 07/26/25	
07/26/25 - 08/02/25	
08/02/25 - 08/09/25	
08/09/25 - 08/16/25	
08/16/25 - 08/23/25	
08/23/25 - 08/30/25	
08/30/25 - 09/06/25	
09/06/25 - 09/13/25	
09/13/25 - 09/20/25	
09/20/25 - 09/27/25	
09/27/25 - 10/04/25	
10/04/25 - 10/11/25	
10/11/25 - 10/18/25	
10/18/25 - 10/25/25	
10/25/25 - 11/01/25	
11/01/25 - 11/08/25	
11/08/25 - 11/15/25	
11/15/25 - 11/22/25	
11/22/25 - 11/29/25	
11/29/25 - 12/06/25	
12/06/25 - 12/13/25	
12/13/25 - 12/20/25	
12/20/25 - 12/27/25	

**Long Term Rentals (Fill In)**

Season 5/24/2025 - 9/6/2025:  
 1st Half 5/24/2025 - 7/19/2025:  
 2nd Half 7/19/2025 - 9/6/2025:  
 May:  
 June:  
 July:  
 August:  
 September:

3 Day Minimum - Daily:  
 Daily:  
 Daily - 2 Night Minimum:  
 Holiday Weekend - Daily:  
 Weekend:  
 Monthly - Winter:  
 Monthly - Yearly:  
 2 Week Minimum (Sat-Sat):  
 4 Week Minimum (Sat-Sat):