

Real Estate Management Contract

This contract was agreed on the day of The Corresponding / 2021 between:

The first party:

Mr. And carries the id number Ends in a date The address of his stay in the villa Street..... Complex..... Area Phone: Email

The second party:

Company/Foundation: Represented by its owner / Chairman / General Manager Mr..... ID number..... Ends with a date Address of his stay: Villa No. ... Street..... Complex..... Area..... Phone: Email.....

Company/Enterprise Address: Office Building Street..... Complex..... Area..... Tel: Fax: Email:

The following conditions were agreed among them:

First: The first party entrusted to the second party who accepted the assignment of the work of managing the property No..... Way..... Complex..... Area The return is owned by:

Second, the duration of this contract begins from /...../..... And end in /...../..... It is implicitly renewed for a similar period if one of the parties does not wish to renew under a registered book at least three months before the end of the contract.

Third: building management.

The actions of the administration that the other party undertakes to do for the benefit and account of the first party are as follows:

Regulating relationships with tenants:

- 1- Work on renting vacancies from apartments, floors, warehouses, empty warehouses, shops and succession or that will be emptied in the building at the prices specified by the first party in the table attached to this agreement.
- 2- Signing leases with tenants.
3. The rent is received on time from tenants and the bonds of arrest are issued whether they are received in cash, cheques, bank transfers, postal or direct deposit.

4. Work to pay the funds received to the first party during each month in the first week of the following month in accordance with the instructions of the first party in writing.
- 5- Registering contracts in the competent departments and paying taxes from the funds received for the first party.
- 6- Registering vacancies in official departments such as electricity, water and municipality.
- 7- Send warnings to late payments with the second party authorized to give any tenant one month before sending the warning.
- 8- Filing eviction claims for non-payment of rental values or for violating the provisions of the law or the terms of the lease and filing bankruptcy claims if necessary.
9. The right to request imprisonment or to seize, sell and sell tenants' funds at auction where necessary for the account and interest of the first party.

Building management:

- 1- Recruiting and dismissing employees if necessary and paying their salaries and registering them with the competent departments.
- 2- Work on the care and cleanliness of the common sections of the building.
- 3- Access to fuel, electricity and water to secure the services that must be provided by the first party.
- 4- Checking tenants' complaints and ensuring their comfort within the legally relevant assets.
- 5- Payment of water and electricity fees and other municipal and financial fees charged on the first end of this building out of the funds received for the account of the first party.
- 6- Signing the insurance policy, paying the installments, giving a disclaimer, making reconciliation and filing each case in this regard.
- 7- Signing contracts for the maintenance of elevators, central heating and cooling if necessary and payment of their premiums.

Fourth: Maintenance work:

Maintenance work to which the second party is committed is the following:

- 1- The second party should work on the maintenance and repair of elevators and heating and cooling devices if any, sanitary ware and water courses.
- 2- Supervising the conduct of all the necessary reforms for the maintenance of the wage, which are the responsibility of the first party.

3. The second team, through its users, conducts periodic inspections to confirm the safety of the building and to monitor the heating and cooling centers, elevators and sewers without any responsibility on the part of the other party.
4. The second party pursues tenants to secure the reforms that fall on them in accordance with the contract and the law.
5. The second party supervises the maintenance of the walls and the paint of the wage if the first wishes to do so and the first party must declare in writing the other party in this case.

Fifth: Accounting:

1. The second party holds the building's accounts in accordance with the commercial accounting assets.
- 2- During the month of January of each calendar year, the second party is obliged to provide a comprehensive budget for the past year showing imports, expenses and fees paid.
- 3- The expenses borne by the second party are:
 - Rental collection expenses
 - Accounting and budgeting fees
 - Management supervision fees
 - Warning sending fees
 - Regular maintenance supervision fees
 - Employees' fees
 - Inspectors
4. Taxes, fees, maintenance expenses, repairs from workers' and employees' wages, judicial fees, lawyers' fees for litigation, duties, postage stamps and all unmentioned payments remain solely the responsibility of the first party.

Sixth: Regular management and maintenance fees:

1. The second party shall receive a fee for management and maintenance work of 10% of the total non-net imports, including the share of tenants in common expenses, rental values, and the values of the retreat and eviction until received or paid by the first party in advance for the validity of this contract and its extensions, and the same percentage is required for the amounts received directly by the first party or as a result of judicial decisions and these relative fees are deducted successively from the allowances paid.

2. In the event that the contract is terminated before the end of the term for any reason, the full commission of the second party is due for the entire duration of the contract, even if the rent amounts have not yet been fully or partially met."

Seventh: This contract was written in two copies and signed by the contracting parties and handed over to each party a copy.

Notes: 10% (10%) are added to the value of the fee if this contract is subject to VAT.

The first party

the second party

Name

Name

Signature

Signature