

# *L.S. Robinson Real Estate & Vacation Rentals*

*Est. 1932*

*337 Main Street, PO Box 1480  
Southwest Harbor Maine, 04679-1480*

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*Joseph Wright  
Broker/Rental Agent*

*Sheri Wright  
Rental Agent*

*Joe@LSRobinson.com*

*Sheri@LSRobinson.com*

**L.S.ROBINSON REAL ESTATE - SEASONAL RENTAL LISTING AGREEMENT 2018**  
**337 Main Street, PO Box 1480, Southwest Harbor ME 04679 – 207-244-5563**

I/We hereby authorize L.S.Robinson Real Estate to procure a tenant(s) for my property situated at: \_\_\_\_\_ and known as \_\_\_\_\_

During the period of \_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20\_\_ at a price of:

April 28-May 26    May 26-June 23    June 23-July 28    July 28-Aug 25    Aug 25-Sept 30    Sep 30-Oct 27    Nov-April  
 \_\_\_\_\_ 1 week  
 \_\_\_\_\_ 2 weeks

You might want to have an in-between rate for the week of Aug 25-Sept 1 \_\_\_\_\_

*If dates provided do not correspond to your desired time frames, please correct or attach your date/price schedule.  
 You can also chose to post a rate by month, which can be prorated (3 nights June + 4 night July)*

May                      June                      July                      Aug                      Sept                      Oct                      Nov-April  
 \_\_\_\_\_

**Any Additional Charges (Cleaning-Utilities-Internet, etc)** \_\_\_\_\_ **Amount \$** \_\_\_\_\_

**Any Additional Fee for Pets: (Dog) or (Cat) allowed?** **Amount per pet \$** \_\_\_\_\_ **/week**

\_\_\_\_\_ I am willing to contract 1 week rentals immediately for the time periods available

\_\_\_\_\_ I request a 2 week minimum during July & August. Open July & August to 1 week rentals after \_\_\_\_\_

Winter Season \$ \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ with a \_\_\_\_\_ month minimum.

**L.S.Robinson Real Estate will locate a tenant, provide a lease, collect and hold rental fee, security deposits, state tax in a special trust account as provided by law (interest from account paid to the Maine State Affordable Housing Foundation). L.S.Robinson Real Estate will receive a 15% commission on the rental fee. Owners are paid the Tuesday following the tenant's arrival. Owner will provide cleaning person. Should owner lease to the same tenant this or the following year, without the assistance of L.S.Robinson Real Estate a 5% commission shall be paid to L.S.Robinson Real Estate, unless the tenants originally were located by the owners.**


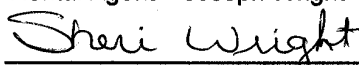
**If the owner locates a tenant and wants L.S.Robinson Real Estate to provide the lease, collect and hold rental fee, security deposits, state tax, L.S.Robinson Real Estate will receive a 10% commission on the rental fee.**

In case a deposit is forfeited, the corresponding commission above will be due to L.S.Robinson Real Estate, and the balance of the rental fee paid to or retained by the owner.

By acceptance of this agreement, you hereby accept all Owner Responsibilities as stated in the Summer Rental Property Guidelines (attached), and L.S.Robinson Real Estate hereby accepts all Agency Responsibilities as stated in the Summer Rental Property Guidelines (attached).

\_\_\_\_\_  
 Owner

\_\_\_\_\_  
 Owner

  
 \_\_\_\_\_  
 Rental Agent – Joseph Wright  
  
 \_\_\_\_\_  
 Rental Agent – Sheri Wright

**PROPERTY DATA INFORMATION (Please fill in any changes)**

Name:

Home Address:

Home Telephone:

Work Telephone:

Cell Phone

E-Mail(s)

Best/preferred way to contact you

Property Name:

Name:

Phone #

Caretaker

Carpenter

Electrician

Plumber

Gas Supplier

Oil Supplier

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**L.S. Robinson R.E. - RENTAL PROPERTY INFO – (Please fill in any changes)**

Your Name \_\_\_\_\_

Rental property name \_\_\_\_\_ Check-in time \_\_\_\_\_

Rental property address \_\_\_\_\_ Check-out time \_\_\_\_\_

Maximum occupancy \_\_\_\_\_ Security Deposit \_\_\_\_\_

Rental property phone number \_\_\_\_\_ Does this number change each year: (Y) (N)

Long distance phone block (recommended): (Y) (N) Unlimited Long Distance Calling (Y) (N)

Internet access (circle): (Cable) (DSL) (Dial-Up) (None) WiFi: (Y) (N)

Internet Connection Name: \_\_\_\_\_ Internet Password: \_\_\_\_\_

TV's: Antenna: (With converter) (No Converter) VCR \_\_\_\_\_ DVD \_\_\_\_\_ CD Player \_\_\_\_\_

Satellite \_\_\_\_\_ Satellite w/local channels \_\_\_\_\_ Basic cable \_\_\_\_\_ Family Cable \_\_\_\_\_ Premier Cable \_\_\_\_\_

Microwave \_\_\_\_\_ Dishwasher \_\_\_\_\_ Washer \_\_\_\_\_ Dryer \_\_\_\_\_ Gas Grill \_\_\_\_\_ Charcoal Grill \_\_\_\_\_

Number of Fans \_\_\_\_\_ Air Conditioning: (Y) (N) What rooms \_\_\_\_\_

Heat type \_\_\_\_\_ What rooms \_\_\_\_\_

Wood Fireplace/Woodstove for tenants use:(Y) (N) Gas Fireplace/Gas-Woodstove for tenants use:(Y) (N)

Smoking allowed (Y) (N) Pets: Dogs allowed (Y) (N) Cats Allowed (Y) (N)

Additional charge or restrictions for pets \_\_\_\_\_

Are there/have there been pets in the house? (Y) (N) Type: (Dog) (Cat) Other: \_\_\_\_\_ When: \_\_\_\_\_

Beds; : #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

Size, Room, Floor

#4 \_\_\_\_\_ #5 \_\_\_\_\_ #6 \_\_\_\_\_

Cleaner \_\_\_\_\_ Cleaner's Contact numbers \_\_\_\_\_

Cleaner's E-Mail \_\_\_\_\_

Trash Service Provider \_\_\_\_\_ Collection day & time \_\_\_\_\_

Collection location \_\_\_\_\_ Trash Bin (recommended) (Y) (N)

**Any neighborhood activity that might be disturbing to tenants? (construction, bright lights, commercial activity, especially in early morning)** \_\_\_\_\_

*Please remember that you need to provide the initial supplies of:  
toilet paper, paper towels, hand soap, dish detergent, & laundry detergent.  
Tenants are told that linens, towels, pots, pans, coffee maker, toaster (oven),  
and telephone are in all cottages.*

# VACATION RENTALS 2018

May							June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
July							Aug						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	
Sept							Oct						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

*Please fill out and put right on the refrigerator*

*These are the 2 most often calls we get from tenants.*

**L.S. Robinson Real Estate & Vacation Rentals**

**INTERNET**

**CONNECTION NAME:** \_\_\_\_\_

**PASSWORD:** \_\_\_\_\_

**TRASH PICKUP:** \_\_\_\_\_

\_\_\_\_\_

**Have a Great Vacation!**

**Looking to return next year? Let us know as soon as possible.**

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