



Dear Rental Property Owner:

Another summer season has passed us by, and many of our owners enjoyed a "No Vacancy" season in 2017! Attached is a blank 2018 Rental Listing Agreement form. **Please fill it out completely including maintenance information and your e-mail address** and return it to us as quickly as possible in the enclosed self-addressed envelope. The owners who return their completed rental listing agreements promptly are the ones who fill up first and renters are *NOW* looking for next season!

Please take note of the following items:

- **Social Security Number.** When filling out your Rental Listing Agreement form, include your Social Security or Tax Identification number for 1099 purposes. Our computer bookkeeping system will only generate a check if a correct Social Security Number or Tax ID number is attached to your name.
- **Keys.** We need **five working sets** of keys for your property. If you are unaware of your key count, please call our office today. Unfortunately, we cannot add you to our rental program unless we have 5 sets of keys.
- **Photos.** If you have interior photos of your unit that you would like posted on our website, please send them to us in jpg. format via email to callowayrealty@aol.com. This is the only way we can *guarantee* interior shots.
- **Security deposits are for DAMAGES only.** You may request additional deposits as noted on the Rental Agreement. It is your responsibility to return these deposits to the tenants promptly. We will continue to collect the security deposit for owners who have promptly returned deposits in the past.
- **Security deposit checks** will be made payable to the owner and sent as a separate check with the final rental payment. **The security deposit checks should be deposited or cashed.** A check should be written from your account to refund the tenant's deposit. Our system cannot re-issue a check.

Please note, it is MANDATORY if offering your home for rent, per Township officials, that we obtain a copy of your Mercantile License/s for our records.

Should your rates the same as the previous season, simply right "SAME" in the rental rate information section, sign and return and we will update the new rental calendar.

Thank you for allowing us to serve you. If you have questions, please contact our office. Our professional staff would be glad to assist you in any way we can.

Sincerely,

A handwritten signature in black ink that reads "Jerry Freal".

Jerry Freal
Broker/Owner

Calloway Realty, 7601 Pacific Ave., Wildwood Crest, N.J. 08260
(609)-522-7777 CallowayRealty@aol.com (800) 313-0001

ALLOWAY REALTY Rental Registration

7601 Pacific Avenue
Wildwood Crest, NJ 08260

Office Phone: 609-522-7777 Fax: 609-522-3777
Web Site: www.AllowayRealtyRentals.com Email: allowayrealty@aol.com

Home Owner Information

Name: _____	Home Phone: _____
Address: _____	Cell Phone: _____
City/State/Zip: _____	Work Phone: _____
SSN: _____	Fax Phone: _____
	**Email: _____

Rental Property Information

Address: _____	Property Type: _____
City: _____	Bedrooms: _____
Unit Phone: _____	Full Bathrooms: _____
	Half Bathrooms: _____
	Max # of People: _____

2018 Rental Rate Information (Enter Weekly Rates)

Rents _____ To _____ Check In: 2:00 pm Check Out: 10:00 am

MAY		JUNE		JULY	
Week Date	Weekly Rent	Week Date	Weekly Rent	Week Date	Weekly Rent
5/5/2018		6/2/2018		7/7/2018	
5/12/2018		6/9/2018		7/14/2018	
5/19/2018		6/16/2018		7/21/2018	
5/26/2018		6/23/2018		7/28/2018	

AUGUST		SEPTEMBER		OCTOBER	
Week Date	Weekly Rent	Week Date	Weekly Rent	Week Date	Weekly Rent
8/4/2018		9/1/2018		10/6/2018	
8/11/2018		9/8/2018		10/13/2018	
8/18/2018		9/15/2018		10/20/2018	
8/25/2018		9/22/2018		10/27/2018	

Festival/Holidays (3 Night Stays)

EVENT WEEKENDS		EVENT WEEKENDS		HOLIDAY WEEKENDS	
Event	Weekly Rent	Event	Weekly Rent	Holiday	Weekly Rent
Roar To The Shore		Monster Trucks		Easter	
Firemen Weekend		Hydrofest		Memorial Day	
Fall Car Show		50s Weekend		Labor Day	
Irish Weekend		Spring Car Show			

Property Description/Blocks To Beach

ALLOWAY REALTY Information (Send Completed and Signed Rental Registration to the address below.)

ALLOWAY REALTY 7601 Pacific Avenue Wildwood Crest, NJ 08260	Office Phone: 609-522-7777 Fax: 609-522-3777 Web Site: www.AllowayRealtyRentals.com Email: allowayrealty@aol.com Your Agent: _____
---	--

Your Authorization Signature

Owner Name _____ Date _____

ALLOWAY REALTY Rental Registration

Home Owner Information

Name: _____

Rental Property

Rental Address: _____

Amenities Information

Smoking Allowed:	
Air Conditioning:	#
Heat:	
BBQ:	
Fireplace Type:	
Parking Type:	

Rental And Deposit Information

Weekly Security Deposit:	
Seasonal Rental Amount:	
Seasonal Security Deposit:	
Commission Rate:	12%
Off Season Daily Rental Rate:	
See Weekly Calendar To Enter Weekly Rental Rates.	

Bedding Information

Floor # - Bed Type

- Bed Type

- Bed Type

Bedroom 1:	
Bedroom 2:	
Bedroom 3:	
Bedroom 4:	
Bedroom 5:	
Bedroom 6:	
Bedroom 7:	
Bedroom 8:	
Living Room:	
Family Room:	
Den:	
Sun Room:	

Service Contact Information (Enter Name and Phone Number)

Cleaning:	
Air Conditioning/Heat:	
Plumber:	
Electrician:	
Appliances:	
Exterminator:	
Lawn Care:	
Trash:	
Recycle:	

Other Realtors Renting This Property

--

Features Information ('x' indicates property has the feature. For Entertainment components, specify how many.)

Rooms/Decks	Appliances	Special Features	Special Features
Living Room	Washer	Whirlpool	Beach Box
Dining Room	Dryer	Shower	Swimming Pool
Dining Area	Iron/Ironing Board	Tub	Hot Tub
Family Room	Vacuum Cleaner	Suana	Bay Front
Den	Refrigerator	Elevator	Boat Slips
Sun Room	Range/Oven	Disability Features	Outside Showers
Loft	Dish Washer	Fire Place	Outside Hose
Kitchen	Garbage Disposal	Ceiling Fans	Internet Access
Eat In Kitchen	Microwave	Baskfast Bar	Access ID
Screen Porch	Coffee Maker	Beach Front	
Deck/Porch	Blender	Beach Block	

ALLOWAY REALTY Rental Registration

Home Owner Information

Rental Property

Name: _____

Rental Property: _____

Suggestions For Landlords

1) **POST TRASH AND RECYCLE PICK-UP SCHEDULES**

2) **POST ANY INFORMATION UNIQUE TO YOUR PROPERTY**

FOR EXAMPLE:

PARKING REGULATIONS & TELEPHONE #

IN ADDITION, SHOULD YOU HAVE A DESIGNATED CLEANER PLEASE MAKE SURE WE HAVE THE INFORMATION CURRENT IN OUR OFFICE TO RELAY TO THE TENANTS. IT IS ALSO A GOOD IDEA TO POST THE NAME AND TELEPHONE NUMBER OF THE CLEANER AT YOUR PROPERTY.

3) **PRIOR TO SEASON AND THROUGHOUT SEASON**

CHECK THAT:

PROPERTY IS CLEAN AND ORDERLY INSIDE & OUT

PILLOWS & MATTRESSES ARE IN GOOD CONDITION

OLD AND WORN FURNITURE IS REPLACED

AIR CONDITIONING IS IN GOOD WORKING ORDER

ALL APPLIANCES ARE IN GOOD WORKING ORDER

4) **BE SURE TO HAVE ENOUGH:**

TRASH AND RECYCLE CONTAINERS

POTS & PANS, SILVERWARE, DISHES, GLASSES

PROPANE FOR GAS GRILL

CLEANING SUPPLIES

5) **IT IS ALSO A GOOD IDEA TO PROVIDE:**

ANT TRAPS

BATTERIES

LIGHT BULBS

SPARE SHOWER CURTAIN

VACUUM BAGS & SPARE BELTS FOR VACUUM