



FIRST PROPERTY TRUST (PTY) LTD

ABSA Building, 4th Floor, 291 Esselen Street, Sunnyside PO Box 26479, Arcadia, 0007
Tel: ++(0)12 341-1100 Fax: ++(0)12 341-1144 Email: info@firstpropertytrust.co.za

MANDATE TO LET

We hereby instruct First Property Trust (Pty) Ltd. to let the undermentioned property on our behalf for a period of ..... months, commencing ..... at a rental of R..... per month.

We/I acknowledge that First Property Trust will do everything possible to ensure that the monthly rental is paid in terms of the lease agreement but cannot be held responsible for the tenants failure to abide by clause 3 (three) of the lease agreement.

OWNERS DETAILS (Where statement an payment must be sent each month)
Name: Bank:
Address: Branch: No:
Type of account: BOND/CHEQUE/SAVINGS
Telephone no: (h) Account no:
(w)

NAME OF INSURANCE COMPANY:

.....

AMOUNT INSURED:

.....

RENEWAL DATE :

.....

NAME OF INSURANCE BROKER:

.....

I CONFIRM THAT THE RESPONSIBLE OF INSURING THE PREMISES IS MINE - SIGNED:

.....

DESCRIPTION OF PROPERTY House/Flat/Duplex/Simplex/Other (please circle)
Address:
Garage number (if appl.)Type of garage: Lock-up/Under cover/Open bay
SIZES: Bachelor ..... Bedrooms ..... Lounge ..... Dining room ..... Bathrooms .....
Study ..... Servants quarters .....
Other features Swimming pool: YES/NO

Directors: DA McInroy • G Howard

Please give a brief description of the property:

Keys can be obtained at:

Details of levy or assessment rates account (if you wish us to pay these accounts, send a copy of the last account or give details. Pay levy: YES/NO. If yes, to whom and what amount?

.....

.....

I agree to a collection fee of 10% per month being deducted from my account.

Signature (Duly authorised) ..... Name in print:

.....

**IMPORTANT:** Please advise us if you decide to sell the property or if you have found your own tenants to avoid any **DOUBLE LETTING**. Please note that a garden service must be included in houses. The rent will be increased accordingly as this amount will be deducted from the rent before being paid into the owners account.

**AN INSPECTION WILL BE DONE OF YOUR PROPERTY ONCE A YEAR AND A DETAILED REPORT WILL BE SENT TO YOU AT A MINIMAL FEE TO KEEP YOU INFORMED OF THE PROPERTIES CONDITION..**