



PROPERTY RENTAL LISTING AGREEMENT

BETWEEN:

Rental Agent: Cabrera Coastal Real Estate, LLC (CCRE), a licensed Real Estate Broker in the State of New Jersey, its members, employees, and agents

AND:

- **Owner Name(s):** _____
- **Mailing Address:** _____
- **City, State, Zip:** _____
- **Email:** _____
- **Cell Phone:** _____
- **Alternate Phone:** _____

FOR THE PROPERTY LOCATED AT:

- **Property Address:** _____ **Unit #:** _____
- **City, State, Zip:** _____
- **Building / Association Name:** _____

Agreement Terms & Provisions

1. Term, Authority & Cancellation

- **Term:** This Agreement begins on the date signed and ends on **December 31, 2027**.
- **Automatic Renewal:** It is understood that the Rental Agent will make reservations for the following year unless written termination notice is given.
- **Scope of Authority:** Rental Agent is authorized to market and enter into leases/reservations on behalf of the Owner for available time periods.
- **Termination Notice:** Written notification of cancellation must be received within **60 days of the end of the year**.
- **Early Cancellation Fee:** If terminated prior to **12/31/2027** without the minimum 60 days' notice, Owner shall be subject to a **\$500 cancellation fee**.
- **Existing Leases:** If leases have been procured for the Property prior to cancellation, Owner must honor all lease terms and conditions.

2. Commission & Financials

- **Commission Rate:** Owner agrees to pay Rental Agent a commission of **10% (ten percent)** on rents received from tenants.
 - **Deduction:** All payments are collected by the Rental Agent, and commission shall be deducted from each installment of rent received.
 - **Scope of Service:** The commission fee is solely for the purpose of securing tenants and does not include any other services or fees.
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3. Payment Collection & Disbursement

- **Escrow Account:** Rental Agent will collect all rental payments and security deposits on behalf of Owner and deposit them into a non-interest-bearing Escrow Account prior to disbursement.
 - **Payout Schedule:** Rental checks and monthly statements will be mailed on or about **15 days after the end of the month of all checked-out rentals. Monthly statements will outline all deductions.**
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4. Property Availability & Calendar Management

- **Prime Season Commitment:** Owner agrees to provide Rental Agent with a minimum of **four (4) prime season weeks (July and August)** for rent.
 - **Rate Schedule:** Rental rates and length of occupancy shall be outlined in an attached Rate Schedule. If an agreement cannot be reached regarding rates and stay lengths, this Agreement shall be null and void.
 - **Calendar Management:** Upon receiving software login details, Owner agrees to manage their availability calendar ("Real Time Rental") and notify outside brokers of blocked dates.
 - **No Overrides:** Once a reservation is taken by Rental Agent, Owner **may not block** the reserved time period. Owner shall monitor the calendar for real-time updates and cancellations.
 - **Double-Booking Priority:** If the property is double-booked by the Owner or an outside broker, **Rental Agent's tenant shall take priority.** Rental Agent will under no circumstances relocate its client due to double-booking.
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5. Property Access, Inspections & Inventory

- **Initial Inspection:** Owner authorizes Rental Agent to inspect the condition and contents of the Property prior to execution. Rental Agent reserves the right to deny participation if the Property fails to meet occupancy standards.
 - **Unannounced Access:** The Property shall be available for inspection by prospective buyers, rental customers, Rental Agent staff, and appointed contractors during normal business hours (even when occupied) **without requiring Owner's prior consent or notification.**
 - **Property Inventory:** Owner must provide the required inventory prior to first occupancy. Owner authorizes Rental Agent to purchase missing inventory items and arrange necessary repairs for marketing/occupancy, with costs invoiced or deducted from rental proceeds.
 - **Turnover Times:** Owner agrees to honor check-in at **3:00 PM** and check-out at **10:00 AM** as outlined in the *Cabrera Homeowner's Rental Guide*.
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6. Relocations, Maintenance & Tenant Refunds

- **Relocation Fee:** If a tenant move is required, Rental Agent reserves the right to charge Owner a \$500 relocation fee.
 - **Unsatisfactory Property Clause:** If a tenant arrives and notifies Rental Agent that the Property is unsatisfactory for any reason, Rental Agent has sole discretion to relocate the tenant to another property. Owner shall have no claim against Rental Agent for lost profits.
 - **Tenant Refunds:** Rental Agent may, at its discretion, refund tenants for conditions adversely affecting occupancy (including A/C, heating, hot water, or appliance failures). Owner waives and releases Rental Agent from all claims relating to these refund decisions.
 - **Maintenance Rates:** Owner agrees to pay standard **Cabrera Property Management, LLC** maintenance rates for work needed before, during, or after a stay.
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7. Tenant Admin Fees & Broker Relationships

- **Tenant Processing Fee:** Owner agrees that Rental Agent may charge tenants a non-refundable administrative fee for application processing, deducted from the tenant's first payment.
 - **Transactional Broker Status:** Cabrera Coastal Real Estate, LLC acts as a **Transactional Broker only** (a neutral mediator) and receives compensation from both Owner (commission) and Tenant (admin fee).
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8. Liability, Indemnification & Insurance

- **Owner Indemnification:** Owner shall indemnify and defend Rental Agent against all claims, losses, and legal fees arising from the rental (including security deposit releases, personal injury, or property damage), unless caused by Rental Agent's gross negligence.
 - **Limitation of Liability:** Rental Agent acts as a rental agent only, not a property manager. Rental Agent is not liable for unpaid rent, third-party contractor work, stolen items, or property damage.
 - **Insurance Requirement:** Owner must carry liability, property, and casualty insurance of at least **\$500,000 per occurrence**. Owner must provide a Certificate of Insurance (COI) stating the policy cannot be canceled without **60 days' prior written notice** to Rental Agent.
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9. Client Ownership, Sales Commission & HOA Rules

- **Client Rights:** Tenants procured by Rental Agent remain clients of Rental Agent.
 - **Commission Negotiability:** Commissions and fees are not set by any governmental authority or trade association and are negotiable between Owner and Broker.
 - **Notice to Buyers:** Owner shall advise prospective purchasers of the terms of this Agreement.
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10. Incorporated Documents & Disclosures

- **Required Disclosures:** Owner acknowledges receipt of the *Consumer Information Statement on New Jersey Real Estate Relationships* and the *NJ Attorney General Memorandum on Fair Housing / Law Against Discrimination*.
 - **Incorporated Forms:** The Consumer Information Statement, AG Memorandum, Homeowner Rental Guide (Exhibit A), Rate Schedule, Property Inventory, Management Services, and Availability Calendar forms are incorporated as part of this Agreement.
 - **Sign Authorization:** Owner grants Rental Agent authority to place a "For Rent" sign on the Property (where permitted by municipal/HOA rules).
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Signatures

Owner Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

Cabrera Coastal Real Estate, LLC: _____ **Date:** _____



PROPERTY INTAKE

1. Property Identification & Details

Complex Name: _____

Property Address: _____ Unit #: _____

Building Code: _____ Garage Code: _____ Unit Code: _____

Wifi Name: _____ Wifi Password: _____

Location / Proximity:

- ☐ Ocean Front Unit
- ☐ Ocean Front Building
- ☐ Beach Block
- ☐ Beach Side
- ☐ Bay Side

Property Type:

- ☐ Single Family
- ☐ Duplex
- ☐ Multi-Family
- ☐ Townhouse
- ☐ Condo

Signage Permission:

- ☐ Permitted — *Preferred Location:* _____
 - ☐ Not Permitted
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2. Co-Brokerage & Cleaning Details

Secondary / Co-Brokers

Broker 1 Name: _____

- Phone: _____
- Email: _____

Broker 2 Name: _____

- Phone: _____
- Email: _____

3. Rental Terms

Rental Duration Preferences

- ☐ **Weekly Rentals Only:** Saturday-to-Saturday bookings only.
- ☐ **Flexible Stays:** Open to partial-week rentals (3-night minimum) anytime throughout the season (*subject to condo/HOA bylaws*).
- ☐ **Seasonal Split:** Weekly rentals required during **Prime Season** (July & August); partial-week rentals (3-night minimum) allowed **Pre & Post Season**.

Sleeping Arrangements:

# of Bedrooms: ____	# of Full Baths: ____	# of 1/2 Baths: ____	# of 3/4 Baths: ____	Maximum Occupancy: ____
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Bedroom	Type of Bedding (#)	Electronics	Baths
Master	___Twin ___Pyramid ___Full ___Queen ___King	___TV ___DVD ___VCR	___Full ___1/2 ___Shared
2nd BR	___Twin ___Pyramid ___Full ___Queen ___King	___TV ___DVD ___VCR	___Full ___1/2 ___Shared
3rd BR	___Twin ___Pyramid ___Full ___Queen ___King	___TV ___DVD ___VCR	___Full ___1/2 ___Shared
4th BR	___Twin ___Pyramid ___Full ___Queen ___King	___TV ___DVD ___VCR	___Full ___1/2 ___Shared
5th BR	___Twin ___Pyramid ___Full ___Queen ___King	___TV ___DVD ___VCR	___Full ___1/2 ___Shared

ADDITIONAL SLEEPING: (ex: queen sofa bed, full futon, bunk beds)	
___ Sofabed (S D Q K) ___ Futon (S D Q K) ___ Pyramid Bed	— Location _____
___ Sofabed (S D Q K) ___ Futon (S D Q K) ___ Pyramid Bed	— Location _____

Property : ☐ Living Room ☐ Dining Room DR Capacity ____ ☐ Full Kitchen ☐ Apt Kitchen ☐ Galley Kitchen ☐ Den ☐ Sun Deck ☐ Balcony ☐ Storage Closet ☐ Game Room ☐ Exercise Room ☐ Pvt ☐ Public ☐ Yard ☐ Level ☐ Fenced ☐ Private ☐ Lawn ☐ Elevator	Kitchen Features: ☐ Mini refrigerator ☐ Full-size fridge ☐ Microwave ☐ Ice Maker ☐ Dishwasher ☐ Disposal ☐ Oven ☐ Stovetop ☐ Toaster Oven ☐ Food Processor ☐ Toaster ☐ Blender ☐ Coffee Maker ☐ Lobster Pot Keurig Amenities: ☐ Washer/Dryer ☐ W/D Shared ☐ W/D Coin-op	Features: ☐ Central Air/Heating ☐ # Wall Units ____ ☐ # Window Units ____ ☐ # Ceiling Fans ____ ☐ # Standard Fans ____ ☐ Pool ☐ Private ☐ Public ☐ Heated ☐ Indoor ☐ Hot Tub ☐ Sauna ☐ Kiddie Pool ☐ Outside Shower Conditions: ☐ No smoking ☐ No Pets ☐ Pets Allowed	Amenities: ☐ BBQ Grill Type: _____ ☐ ADA Access ☐ ADA Grab Bars ☐ Iron ☐ Ironing Board ☐ Vacuum Cleaner ☐ Baby Equipment ☐ Beach Equipment ☐ Beach Chairs ☐ Beach Badges ☐ Bar or Wet Bar ☐ Tennis ☐ Pool Table Electronics: ☐ # TV's ☐ # DVD players ☐ # VCR's ☐ Cable TV	Miscellaneous: ☐ Tenant Brings Linens ☐ Linens Provided ☐ Cleaning Included ☐ Maid Service ☐ Ltd Maid Service ☐ Guard on site ☐ Wood Fireplace ☐ Gas Fireplace
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Additional Property Details :



2027 OWNER VACATION & BLOCK-OUT FORM

Property Address: _____ Unit #: _____

Owner Name: _____

Instructions: Check [x] any week(s) to reserve for **owner use, family, or maintenance**.
Unchecked weeks remain open for rental. Fill in the weekly rate or nightly rate you will be charging.

<u>Week</u>	<u>Weekly Rate</u>	<u>Nightly Rate</u>
☐ April 3-10		
☐ April 10-17		
☐ April 17-24		
☐ April 24-May 1		
☐ May 1- 8		
☐ May 8-15		
☐ May 15-22		
☐ May 22-2+9		
☐ May 29-June 5		
☐ June 5-12		
☐ June 12-19		
☐ June 19-26		
☐ June 26-July 3		
☐ July 3-10		
☐ July 10-17		
☐ July 17-24		
☐ July 24-31		
☐ July 31-August 7		
☐ August 7-14		
☐ August 14-21		
☐ August 21-28		
☐ August 28-September 4		
☐ September 4-11		
☐ September 11-18		
☐ September 18-25		
☐ September 25-October		

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)		
	2 Business name/disregarded entity name, if different from above.		
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐		
	5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)	
	6 City, state, and ZIP code		
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
or	
Employer identification number	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

A brokerage firm acting as a disclosed dual agent may not put one party's interests ahead the other party's and cannot advise or counsel either party on how to gain an advantage at the expense of the other party on the basis of confidential information obtained from or about the other party. When working as a disclosed dual agent, a brokerage firm must have the express permission of a party prior to disclosing confidential information to the other party. Such information includes the highest price a buyer can afford to pay and the lowest price a seller will accept and the parties' motivation to buy or sell.

Disclosed dual agents must carefully explain to each party, that, in addition to working as their agent, their firm will also work as the agent for the other party. They must also explain the effects of dual representation on the firm's fiduciary duties to each party, including that by consenting to the dual agency relationship, the buyer and seller are forfeiting their right of undivided loyalty.

In the absence of designated agency, disclosed dual agents include all persons licensed with the brokerage firm, which has been authorized through a brokerage services agreement to work with both parties as disclosed dual agents.

Buyers and sellers should carefully consider the consequences of a dual agency before agreeing to such representation.

DESIGNATED AGENT

Upon the informed written consent of the buyer and the seller, a brokerage firm that represents both parties as a disclosed dual agent may designate separate individual agents to represent the buyer and seller. Each designated agent represents the interests of their designated principal (the buyer or seller) and advocates on their behalf in negotiations between the buyer and seller. Designated agents have duties that are the same as a buyer's or seller's agent, as applicable,

which are summarized above. The brokerage firm, under whose supervision the designated agent functions, remains a dual agent of both buyer and seller and accordingly cannot provide undivided loyalty to either party.

TRANSACTION BROKER

New Jersey law does not require real estate brokerage firms to work in the capacity of an "agent" when providing brokerage services. A transaction broker works with the buyer or seller or both in the transaction without representing either party. A brokerage firm acting in the capacity of transaction broker serves as a manager of the transaction and performs tasks to facilitate the closing of the transaction.

A transaction broker must communicate and work with all parties to assist them in arriving at a mutually acceptable agreement and in closing the transaction but cannot advise or counsel either party on how to gain an advantage at the expense of the other party. Transaction brokers are required to treat all parties fairly and to act in a competent manner but are not required to keep any information confidential.

The transaction broker relationship extends to all persons licensed with the brokerage firm, which has been authorized through a brokerage services agreement to work as a transaction broker.

YOU MAY OBTAIN LEGAL ADVICE ABOUT THESE BUSINESS RELATIONSHIPS FROM YOUR OWN LAWYER. THIS STATEMENT IS NOT A CONTRACT AND IS PROVIDED FOR INFORMATIONAL PURPOSES ONLY.

IN ACCORDANCE WITH N.J.A.C. 11:5-6.2 (b) and (c), BROKERAGE FEES AND COMMISSIONS ARE NOT SET BY LAW AND ARE FULLY NEGOTIABLE.

ACKNOWLEDGMENT OF RECEIPT OF CONSUMER INFORMATION STATEMENT (CIS)

FOR SELLERS AND LANDLORDS

By signing this Consumer Information Statement, I acknowledge that I received this Statement from

_____ of _____
(Print Name of Licensee) (Print Name of Brokerage Firm)

prior to discussing my motivation to sell or lease or my desired selling or leasing price with one of its representatives.

Signed:

 Date: _____

FOR BUYERS AND TENANTS

By signing this Consumer Information Statement, I acknowledge that I received this Statement from

_____ of _____
(Print Name of Licensee) (Print Name of Brokerage Firm)

prior to discussing my motivation to buy or lease or my desired buying or leasing price with one of its representatives.

Signed:

 Date: _____



Homeowner Rental Guide

Welcome Landlords! This guide outlines key policies, administrative procedures, and property standards to ensure a seamless rental experience for you and your guests.

1. Rental Policies & Guidelines

✕ Cancellation Policy

- **Tenant Cancellations (30+ Days Notice):** Deposit is refunded, minus the administration fee and a **\$200 cancellation fee** (payable to Cabrera Coastal Real Estate). Security deposits are refunded in full.
- **Tenant Cancellations (Under 30 Days Notice):** Non-refundable.
- **Owner Cancellations:** Owners **cannot** cancel a confirmed reservation unless the property sustains catastrophic damage, leaving it completely uninhabitable.

🏠 Vacation Rental Damage Protection (VRDP)

- **Standard Coverage (\$70 Fee):** Included in all leases, paid by the tenant. Covers up to **\$3,000** in unintentional damage via CSA Travel Protection.
- **Damage Claims:** Must be reported to CCRE within **3 days of checkout**. Owners *must* submit repair/replacement receipts, or CSA will deny the claim. CCRE facilitates the filing process.
- **Opt-Out Option:** If the tenant opts out of VRDP, a **\$3,000 security deposit** will be collected instead.

📅 Schedule & Check-In / Check-Out

- **Rental Schedule:** Saturday to Saturday (weekly rentals).
- **Location:** Check-in and check-out occur at the Cabrera Coastal Real Estate office for all Tenants, Owners, and Owner guests.
- **Check-In:** 3:00 PM – 5:00 PM
- **Check-Out:** By 10:00 AM

💰 Rental Rates & Pricing

- **Setting Rates:** Owner sets rates with guidance from CCRE (weekly, seasonal, or nightly).
 - **Rate Parity across Brokers:** If listing with multiple brokers, identical pricing must be offered across all platforms. CCRE reserves the right to adjust rates to maintain parity.
 - **Nightly Rentals:** Nightly rates must be specified on the rate schedule to participate in short-stay promotions.
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2. Operations & Compliance



Availability Calendar

- **Prime Season Commitment:** Owner must make at least **four (4) prime weeks** (July/August) available to CCRE.
- **Owner Responsibility:** Owners **must actively block unavailable dates** on the online availability calendar for personal use or outside bookings. Unblocked dates are treated as live inventory and booked automatically.
- **Written Updates Required:** If unable to update online, send written notice via email (rentals@cabreracompanies.com) or fax (609-729-6123).
- **Multi-Agency Listings:** Owners or outside brokers must provide immediate written notification of any external bookings to update the calendar.



Property Compliance

- **Legal & Safety:** Owner certifies the property meets all fire codes and complies with local, state, and federal laws.
- **Required Documentation:** Owners must provide CCRE with copies of the Mercantile License, Fire Inspection certificate, and HOA/Condo Association rules.
- **In-Home Posting:** Association rules and trash/recycling policies **must be posted conspicuously** inside the unit.



Administration Fee

- **Tenant Admin Fee:** A non-refundable administration fee is charged to tenants on all reservations to offset administrative and marketing costs.
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3. Property Maintenance & Standards



Property Condition & Utilities

- **Utilities:** Must be active in the Owner's name **at least 30 days prior** to the rental period.
 - *Weekly/Nightly Rentals:* Owner pays all utility costs (including cable).

- *Seasonal/Year-Round:* Utility responsibilities are negotiated between Owner and Tenant.
- **Systems Check:** Heating, A/C, plumbing, electrical, and mechanical systems must be fully operational before guest arrival.
- **Pre-Season Repairs:** Paint touch-ups, carpet cleaning, screen repairs, and window treatments must be completed prior to the first stay.
- **Trash & Recycling:** Provide labeled bins with the property address: **2 regular trash, 1 glass/can, and 1 paper recycling.** Post pickup schedules inside the home.

Spring Cleaning Standards

All properties require a deep spring cleaning prior to the first rental.

- **Scope:** Clean inside/outside of cabinets, woodwork, walls, ceiling fans, light fixtures, appliances, ovens, closets, under/behind furniture, and inside pull-out sofas.
- **Personal Belongings:** Remove or lock up all personal items, linens, towels, blankets, and food.
- **Maintenance Checklist:** Replace batteries in smoke detectors and remote controls, and replace any burnt-out lightbulbs.

Tenant Dissatisfaction & Inability to Check-In

- **Resolving Complaints:** If a major issue occurs, CCRE may issue up to a **20% compensation credit** to the tenant (charged to the Owner) to protect the booking. If unresolved and the tenant vacates, unstayed nights (or the full amount in severe cases) will be refunded.
- **Uninhabitable Property / Force Majeure:** Full refunds are issued if access is blocked or the home is uninhabitable due to severe damage (fire, flood, hurricane, breakdown of major systems). Refunds are **not** given for standard rainy weather.

Service Pet Acknowledgement

- Under the **Fair Housing Amendments Act of 1988**, service animals cannot be prohibited, and charging pet deposits or pet rent is strictly illegal.
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Frequently Asked Questions (FAQs)

1. Why list with Cabrera Coastal Real Estate?

We provide complete rental management, maintenance, cleaning coordination, and sales options across Wildwood, North Wildwood, Wildwood Crest, Diamond Beach, and Cape May County.

2. How do I list my unit?

Complete and submit the **Listing Agreement**. You may attach your own written property description. Our Rental Specialists will photograph the property, build the listing, and market it online.

3. What paperwork is required?

Submit a completed Listing Agreement, W-9 form, Consumer Information Statement (CIS), and current Mercantile License & Fire Inspection Certificate. Forms are available at cabreracoastalrealestate.com.

4. How is my property marketed?

We utilize targeted digital marketing campaigns, including search engine marketing (SEO), pay-per-click advertising, marketing email blasts, and listings on partner networks.

5. How many keys must I provide?

Provide **4 complete sets of tested working keys** (including fobs/access cards) to our office.

6. How long until my listing is online?

Once we receive your paperwork, we conduct a property visit, take photographs, confirm rates, and publish your listing live.

7. When do I receive rental payout checks?

Payouts and statements are processed monthly by the 15th of the month for all leases that checked out during the *previous* month (e.g., August checkouts are paid by September 15th).

8. How are in-stay maintenance issues handled?

We notify you immediately when a guest reports an issue. If you are unreachable during an urgent issue, CCRE will remedy the problem to protect the tenant's vacation (maintenance fees will apply).

9. How does guest management work?

Our **Vacation Rental Management Program** handles key handoffs, welcome packets (maps/parking passes), tenant support, and a 24/7 emergency hotline. *Maintenance work orders are billed separately.*

10. What happens if a guest causes damage?

Your cleaning service must report damage immediately following checkout. CCRE holds security deposits (released within 7 days otherwise) until an agreement is reached between owner and tenant. Legal fees incurred for formal actions are the owner's responsibility.

11. Should I provide linens and towels?

No. Contracts state linens/towels are not provided. If you leave them and they are lost or damaged, tenants cannot be held responsible.

12. How should I inform tenants of house rules?

Post recycling/trash rules clearly in the home and provide an information binder containing Wi-Fi passwords, TV/cable setup instructions, and appliance guides (A/C, grill, sound systems).

13. Should I provide TVs in the bedrooms?

Yes. Bedroom TVs are a frequently requested amenity among modern vacationers.

14. Is Wi-Fi recommended?

Yes. Wi-Fi is one of the most critical search filters for renters and significantly boosts booking performance.