

# Vacation Property Management Contract

Date: [Insert Date]

To: [Owner's Name]

[Owner's Address]

Dear [Owner's Name],

This letter serves as a contract between [Property Management Company Name], hereinafter referred to as the "Manager," and [Owner's Name], hereinafter referred to as the "Owner," for the management of the vacation property located at [Property Address].

## 1. Term of Agreement

This agreement shall commence on [Start Date] and will continue until terminated by either party with a written notice of [Notice Period].

## 2. Management Services

The Manager agrees to provide the following services:

- Marketing and advertising the property
- Managing bookings and reservations
- Handling guest communications
- Overseeing property maintenance and cleaning
- Collecting rental income and providing financial statements

## 3. Compensation

The Owner agrees to pay the Manager a management fee of [Percentage/Amount] of gross rental income collected, payable on a [Monthly/Quarterly] basis.

## 4. Termination

Either party may terminate this agreement with written notice as specified in Section 1.

## 5. Governing Law

This contract shall be governed by the laws of [State/Country].

By signing below, both parties agree to the terms of this contract.

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[Owner's Name] - Owner

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[Manager's Name] - Manager

Date: \_\_\_\_\_