



FURTHER INSTRUCTIONS FOR MANAGING AGENTS

LANDLORD: _____

RENTAL
PROPERTY: _____

Contact Details (please update)	
After hours	
Business hours	
Mobile	
Email	

Lease Renewal (Please tick your preferred option as stated below)		Rental Increase (Please circle your preferred option as stated below)		
6 Month Lease		No please keep the rent at the same rate		
12 Month Lease		Yes please increase by:		
Periodic (Month by Month)		\$5.00 pw	\$10.00 pw	\$15.00 pw
Other:		\$20.00 pw	Other \$.00

Sign: _____

Date: _____

Sign: _____

Date: _____

Please Note: Should you offer a further fixed term lease to the tenant, the offer to renew is optional for both parties and cannot be enforced upon the tenant. Therefore, if the tenant chooses not to sign a further lease agreement, the tenancy would automatically continue on a month to month tenancy unless it is terminated by either party. By offering the tenant a renewed lease agreement, the tenancy is secured for a fixed term and it also ensures a regular income for yourself for that period of time.