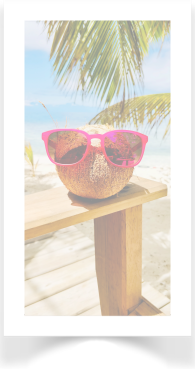


Utila Southshore Management
Email: tropicalhorizan.utila@gmail.com
Phone: 00504 3238 7711

–Each list can be customized to suit your home–

Property Maintenance Agreement

This agreement outlines the services to be provided on a monthly, bi-weekly or weekly basis for the maintenance and upkeep of the property.

Services Provided:

1. **Property Inspection**
   A general check and inspection of the property will be conducted, covering both the interior and exterior.

2. **Pest Control**
   Ongoing pest control services to ensure that the property remains free from bugs, termites, bats, ants, etc, inside and outside. If necessary, and in consultation, arrange for a pest control service.

3. **Functional Checks of Interior Systems**
   Inspection to confirm that all major systems and appliances inside the property are in working order, including:

   - Air conditioning
   - Fans
   - Lights
   - Television
   - Toilet flushing mechanism
   - Electrical outlets and devices
   - Hot water supply
   - Refrigerator and freezer
   - Washing machine /dryer

4. **Leak Prevention and Detection**
   Inspection for any leaks or water issues, both inside and outside the property, including areas such as the pool, sinks, water taps, etc.

5. **Power Supply Check**
   Ensure the property's power supply is functional. If necessary, consult with the homeowner and replenish power supplies as needed (10% for advance payment).

6. **Supply Inspection**
   Check the gas connections at the oven and stove for leaks. If the gas supply is depleted, the service will include refilling, subject to prior consultation (15% for advance payment).

7. **Check on Wifi**

8. **Communication of Issues**
   Should any issues arise, we will send videos or photos to the owner for review.

9. **Post-Visit Report**
   A completed checklist of all tasks performed will be sent to the owner following each visit.

Short-Term Supervision and Flexible Termination
We offer also short-term supervision services, with the option for monthly suspension or termination based on your needs.

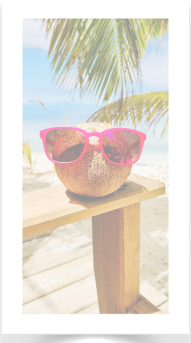
Cost:

The cost for these services is: **once a month = $ 99 per month**

be-weekly = $ 160 per month

weekly = $ 190 per month

By providing these services, we ensure that your property remains well-maintained and free from common issues, helping to protect your investment and ensure a comfortable living environment.



Utila Southshore Management

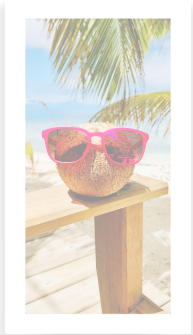
Email: tropicalhorizan.utila@gmail.com

Phone: 00504 3238 7711

These individuals services can be incorporated into the basic contract

Extra Services:

- **Prepaid Cleaning and Gardening Services** (10%): Payment for cleaning and gardening services in advance, with receipt provided.
- **Payment of annual property tax** upon request (10% surcharge)
- **Gardener Activities**: Ensure the gardener is actively maintaining the property, including tasks such as cleaning the grounds and beach area.
- **Vehicle Maintenance**: Inspect vehicle batteries and run them for 5 minutes to ensure proper functioning.
- **Boat Slip and Dock Inspection**: Regular checks to ensure the boat slip and dock are in good condition.
- **Generator Maintenance**: Verify generator fuel levels and refill if necessary, following prior consultation (15%).
- **Fire Safety Checks**: Test fire alarms and confirm the expiration dates of fire extinguishers.
- **Water Filter Replacement**: Check and replace water filters as needed.
- **Regular Video and Drone Imagery**: Capture periodic video footage and drone images for property monitoring.
- **Wiping:** of surfaces and floor (no deep cleaning) 15$ extra.



Utila Southshore Management
Email: tropicalhorizan.utila@gmail.com
Phone: 00504 3238 7711

Additional Services for Customers:

- **Guest/Owner Pick-Up and Drop-Off**
  We provide reliable transportation to and from the ferry dock for you or your guests.
  Fee: $50 per trip (one way).

- **Grocery Shopping Service**
  We offer pre-arrival grocery shopping for you or your renters, ensuring that the property is stocked and ready.
  Fee: 20% of the total grocery receipt.

- **Construction/Building Site Monitoring**
  For ongoing construction or renovation projects, we conduct regular site inspections and provide video and picture updates via drone or camera.
  Fee: one-time $30 per video/pictures, or weekly (minimum 4 weeks) $90 per month

- **Excursions to Water Cay or Pigeon Cay**
  We can arrange transportation to Water Cay or Pigeon Cay.
  Fee: $10 per person, at least 4 people or $40
  (entry to the area at Water Cay not included, additional $4).

- **Custom Trip Arrangements**
  Whether organizing a fishing trip, a private stay on Sandy Caye, or any other bespoke excursion, we are happy to arrange personalized trips to suit your interests.
  Fee: 10% of the total cost of the trip.

- **Property Video Production Services**
  We offer video production for your property, including interior footage and stunning exterior drone shots. Whether you're looking to create a marketing video for sale or a personalized video to capture the essence of your home, we will provide a fully edited video with custom music tailored to your needs.
  Fee: $130 per video.