

## LETTING INFORMATION FORM

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

Property/Unit# of your interest: \_\_\_\_\_

Quoted Rent per annum (in Dhs): \_\_\_\_\_ in \_\_\_\_ # Cheque(s)  
(Maximum 4 only)

To be made payable to 'AL BATHA REAL ESTATE'

Additional fees (if any): \_\_\_\_\_

Maintenance before you move in will take approximately \_\_\_\_\_ days  
(This is a basic indication to be reconfirmed by the Leasing Department with the Maintenance Department).

Lease dates will be from \_\_\_\_\_ to \_\_\_\_\_

Rules & Regulations to the premises have been provided and explained.

Generally the annual lease is for **one (1) year** only and must be paid in advance in one or several installments all received prior to entering the unit. In addition to the rent, Tenant should allow for the following costs:

**A) Tenancy contract preparation:** \_\_\_\_\_

**B) Refundable Break Tear Security Deposit Amount (Variable):** \_\_\_\_\_  
Refundable deposit against damages payable to ABRE at the time of 1<sup>st</sup> year of rental

Studio	- AED 1,000/-
1 Bedroom	- AED 3,000/-
2 & 3 Bedroom	- AED 5,000/-
4 Bedroom & Villas	- 1 Month rent / AED 10,000/- whichever is lower.
Commercial	- 1 Month rent / AED 10,000/- whichever is lower

**C) Refundable Electricity & Water deposit (Variable):** \_\_\_\_\_

This deposit is paid to E&W Department (SEWA / DEWA / ADWEA) and the receipt is issued in the name of the Tenant. The amount is directly refunded to the Tenant by the E&W Department, when he moves out of the premises and once all utility bills are paid. *Please note this cannot be done by the Landlord as SEWA/DEWA/ ADWEA final account has to be settled by Tenant.*

For Sharjah Emirate: Tenant must first obtain an NOC from ABRE - prior to vacating - to be able to proceed with SEWA and Municipality procedures.

**C) 2% (of the annual rent amount):** \_\_\_\_\_

Municipality tax is to be paid every year by the Tenant. For Renewal Registration this is done online and the % amount paid at ABRE who will arrange registration.

**D) Other Possible Extra Costs (Variable):** \_\_\_\_\_

Covered Car Park; Building Facilities, Pool, Gym, etc: Can be variable. Ask for applicable status/details.\

**E) /Booking fee amount** \_\_\_\_\_

This amount, once paid, is not refundable, but will be credited to the annual rent.

## IMPORTANT REGULATIONS

- 1) **To reserve and confirm a property:** A down-payment must be received. This amount, once paid, is not refundable, but will be credited to the annual rent.

**WARNING:** A down-payment/booking fee is valid for **seven (7) working days**. Thereafter if you do not finalize the rental procedure and all payments, the unit will be re-released on the market without further notice and you will lose this amount.

- 2) **Annual Rental Cheques:** The lease will not be signed until ALL cheques are received. The first payment must be currently dated and banked or paid in Cash, before the keys can be received.

- 3) **Utilities (Water, Electricity, Gas, and Sewage):** For the 1<sup>st</sup> year this is be arranged by the Tenant at Municipality and E&W Departments once all payments are received and tenancy contract signed by both parties. After that for SHJ this has to be done online at ABRE office. For Dubai and Abu Dhabi the Tenant is responsible to arrange.

In cases where ABRE will do the Registration work for the Tenant, Tenant will be charged **AED 500** for Municipality Registration and **AED 500** for SEWA (Residential Lease only).

- 4) **Telephone (Etisalat, du), Internet, TV:** The Tenant is responsible for these connections. Registered tenancy contract and copy of residence visa must be provided.

- 5) **Vacating at Lease Expiry (at the end of your lease):** If the Tenant wishes to vacate at lease expiry, a written notice must be served to the Landlord **at least two (2) month prior** to the end of the Tenancy.

At expiry of the Contract, the Tenant irrevocably undertakes to reinstate the property in full to its original condition – bearing shortages resulting from normal wear and tear beyond his control, and to return the Landlord's fixtures and fittings in a good and clean condition fit for the purpose of re-letting the property.

**Security Deposit:** The security deposit will only be refunded on receipt of all Municipality and SEWA/DEWA/ADEWA clearances plus copies of last paid utility bills, keys, access cards and/or remotes, and after maintenance inspection of the unit.

**There will be no refund of security deposit if the Tenant fails to serve the mandatory two (2) months' prior notice stipulated hereto.**

Be hereby advised and aware that the Landlord reserves the rights to charge the Tenant for maintenance expenses and/or deduct from the B&T Security Deposit if the premises are not left in good order after normal wear and tear, and clear of rubbish.

- 6) **Termination before Lease Expiry:** The Tenant has the obligation to inform the Landlord in writing in case he is going to end before its expiry.

If the Tenant unilaterally opts to exit/break the lease during the annual Tenancy Contract period, the Landlord will follow the Emirate Municipality Tenancy Law and, further the security deposit will be forfeited.

***The particulars herein described do not form part of any contract and are for information purposes only and are subject to any updating or amendments as necessary.***

