

LISTING WITH CITY RETREAT

Welcome to City Retreat! We're thrilled that you're considering partnering with us to list your property as a serviced apartment. This document is designed to guide you through the entire process, outlining the steps you'll need to take, the standards and amenities your property should offer, and the necessary information we require. Additionally, it includes details of our service agreement we would sign between you and City Retreat, and the tenancy arrangements we utilize with tenants. Our goal is to make this journey as smooth, easy and rewarding as possible, ensuring that your property not only meets expectations but exceeds them, providing a wonderful experience for you and your guests. Thank you for choosing City Retreat. We look forward to a successful partnership.

1. APARTMENT HANDOVER REQUIREMENTS

Ensure your property meets our standards. City Retreat apartments must meet the levels that we guarantee to our clients. Corporate clients rarely view apartments before they book so it is important we can establish expectations and service levels. See our 'Apartment Handover Requirements' on page 2.

2. SIGN OUR SERVICE AGREEMENT

We will send you our service agreement via our trusted partners at DocuSign. See an example of our serviced agreement below on page 3.

3. PROVIDE CITY RETREAT WITH INFORMATION

To list the properties to our network and ensure we have friendly happy tenants and neighbours, we require the following information:

1. Photos of the apartment (we can send our photographer if required).
2. Description of the property and list of amenities.
3. The date the apartment is available from.
4. House and VVE rules. By default, parties are not allowed. Smoking and pets are not allowed without prior consent. We ask all tenants to be respectful of our friendly neighbours. We ask all tenants to be conscious of energy usage and provide advice on how to do so.
5. Property user manual including how to use appliances and heating, how to collect post, how to dispose of garbage and how to connect to the internet.

4. LEAVE THE REST TO US

There is very little more you must do now and you can leave the rest to us. We will begin to find candidate options for you to consider. We will send you the basic offer details such as who will stay, for how long they will likely stay, who they work for and if they will smoke or have pets in the property.

If you approve a candidate, we will carry out the whole process.

You will receive the rent on time and property inspections before and after every tenant stays.

Thanks for considering working with City Retreat and please feel free to ask any questions.

APARTMENT HANDOVER REQUIREMENTS

Below you will find the full list of unit requirements before CR will onboard property(s). The unit(s) needs to contain these, for us to accept a handover and Go-Live with corporate rentals.

POWER OF CERTIFICATION

You are the owner of the property or have written permission from the owner to rent out their furnished apartment.

FULLY-FURNISHED / STATE

Your apartment is fully furnished in a way which allows tenants to move in with nothing but a suitcase and feel at home. Personal items such as clothes, shoes, photos, expensive artwork, and private devices should be removed and/or put in storage. In addition, the apartment must have:

- The apartment number clearly visible on the street door, mailbox, and the intercom.
- The apartment number on the entry door.
- An Intercom or bell, preferably with the tenant being able to remotely open the street door from the apartment.
- All appliances, and all drawers, cupboards, in built features, furniture etc., and all doors and windows in good working order.
- All electrical connections and switches working along with bulbs in all lights.
- curtains or blinds on all main windows and bedroom windows.
- No outstanding maintenance issues.

IMPORTANT ITEMS

Your apartment must be equipped with the following items:

- 3 sets of keys + 1 key extra for every bedroom more than one bedroom. Example: 2 bedrooms = 4 keys.
- All kitchen utensils, cooking equipment and cutlery (including coffee machine, kettle & toaster).
- 200cm x 200cm duvets (to fit our linen size) and four pillows per bed.
- Hairdryer, iron and iron board.
- All cleaning equipment (including vacuum/mop/bucket).
- Access to a washing machine - either in the apartment or in the same building.
- A table (dining table is acceptable), a chair, and nearby socket so tenants can work in the unit.
- Deep cleaned. After handover, CR will arrange and carry out the cleaning during and after the tenants stay.

UTILITIES & INTERNET

The accommodation includes all utilities (gas, electric, water) up to a reasonable level. The accommodation offers high-speed Wi-Fi access without data limitations or additional costs, and the Wi-Fi will be setup and working before CR onboard the property.

ENTIRE APARTMENTS

Designed for temporary living of the entire unit. We do not accept subletting of rooms or sections of the apartment.

HOUSE & VVE RULES

You will provide CR with a list of all house and VVE rules. By default, we communicate the following:

- Parties, pets (without prior consent) and smoking are strictly forbidden.
- All tenants must be respectful to our friendly beloved neighbours
- All tenants must be energy conscious which includes making sure lights and the heating is switched off when not needed.

APARTMENT MANUAL

You will provide CR with a property manual detailing instructions for apartment amenities, including Wi-Fi login, mailbox location, and garbage disposal guidelines. This can also include useful information about local services.

SERVICE MANAGEMENT AGREEMENT

THE PARTIES:

Owner or legally authorized to represent

Name: _____
Address: _____
E-mail address: _____
Phone number: _____

Hereinafter referred to as "**Owner**",

and

Contracted party: City Retreat B.V.
Address: Haarlemmerweg 331-333 (A), 1051 LH,
Amsterdam, The Netherlands
E-mail address: bookings@cityretreat.com
Phone number: +31 8 50 02 42 01
KvK: 86852760

Hereinafter referred to as "**CR**",

Whereas:

- CR provides property management services;
- The Owner owns and/or has the legal authority to represent one or more properties in The Netherlands and is authorized to rent out these properties;
- The Owner wants to rent out the Property as specified in article 1 to parties by engaging CR as intermediate and manager;
- The Owner and CR want to confirm the engagement of CR and the agreed terms in this Service Management Agreement (the "**Contract**").

1. THE PROPERTIES:

1.1 Address(es)

The Owner guarantees that she \ he is entitled to rent out the following properties to third parties:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Hereinafter (together) referred to as "**Property**".

1.2 Property Management

With regards to the Property, the Owner instructs CR to carry out the Services as described in article 2 and article 3.

2. THE RENTAL PROCESS:

2.1 Rental Valuation:

CR will assess the Property to see if it would qualify as a serviced apartment for our CR's clients. If so, CR will provide a rental valuation and estimated yearly revenue generation, based upon the property size, rooms and condition. CR will suggest on possible improvements.

2.2 Tenant Acquisition:

CR is tasked with identifying potential tenants. The Owner retains the right to approve or reject these candidates.

2.3 Tenant Approval:

Tenant approval will be sought from the Owner, who will be provided with details including rental duration, rate, employment status, and tenant profile (e.g., smoking habits, pet ownership).

2.4 Tenancy Agreement:

Upon Owner approval, CR is authorized to secure a temporary tenancy agreement (appendix 1) where possible otherwise CR will use the indefinite contract (appendix 2). (hereafter: "**Tenancy Agreement**"). CR will secure tenant ID documents.

2.5 Cancellation fee:

CR will collect the first month's rent as a non-refundable payment, payable to the Owner, if the Tenancy Agreement is terminated by the tenant 48 hours after entering into the Tenancy Agreement and one month before the Tenancy Agreement commencement date.

2.6 Rent Collection:

CR pays all payments to the owner on the 1st of each calendar month, regardless of if the tenant pays.

2.7 Tenancy Agreement Termination:

Tenants may terminate the Tenancy Agreement with one month's notice.

3. THE MANAGEMENT SERVICES:

3.1 Rental Payment Guarantee:

CR ensures timely rental payments to the Owner, irrespective of tenant payment status.

3.2 Tenant Obligations:

CR will inform tenants of their responsibilities under the Tenancy Agreement.

3.3 Inventory and Condition Reports:

CR will compile comprehensive reports on Property condition and inventory, including photographic evidence, to be signed and acknowledged by the tenant at the start and end of the Tenancy Agreement.

3.4 Operational Responsibilities:

CR assumes responsibility for all aspects of operating a serviced apartment.

3.5 Housekeeping Services:

CR will provide fresh linen, towels, laundry, and cleaning services both during and after tenant occupancy.

3.6 Client Assistance:

CR serves as the primary contact for tenant queries and needs.

3.7 Maintenance and Repairs:

CR covers maintenance costs up to €300 for the initial visits. Additional repairs or costs will be communicated to the Owner for approval.

3.8 Emergency Repairs:

For urgent issues (e.g., leaks), CR is authorized to undertake high priority and necessary repairs at market cost to prevent & minimise further damage without prior Owner approval. These costs are at the expense of the Owner.

3.9 Property Inspections:

Regular Property inspections will be conducted by CR, with relevant findings reported to the Owner.

3.10 Safety Compliance:

CR will ensure compliance with gas safety regulations, arranging annual services at the Owner's expense.

4. THE POWER OF ATTORNEY:

4.1 Entering into Tenancy Agreement

The Owner grants an exclusive power of attorney ('*volmacht*' ex art 3:60 DCC) to CR to conclude a Tenancy Agreement for the Property on behalf of the Owner, under the conditions that:

- a. the Owner has approved the tenant;
- b. the Tenancy Agreement formats (appendix 2) are used.

4.2 Enforcing payments

The Owner grants an exclusive power of attorney ('*volmacht*' ex art 3:60 DCC) to CR to take all necessary (legal) measures to enforce payment under the Tenancy Agreement.

4.3 Maintenance and emergency repairs

The Owner grants an exclusive power of attorney ('*volmacht*' ex art 3:60 DCC) to CR to take carry out maintenance and emergency repairs as described under article 3.7 and 3.8.

5. THE FEE:

5.1 No Tenant, No Fee:

CR charges no fees in the absence of a tenant.

5.2 Service Fee:

Upon tenant approval (including the rent), CR can deduct up to 20% of the total revenue as a service fee for tenant acquisition and management services as described in this Contract.

5.3 Guaranteed Payments:

CR ensures timely rental payments to the Owner.

5.4 Renewal/Extension:

In cases of Tenancy Agreement renewal or extension, CR's fees continue unless otherwise agreed in writing.

5.5 Payments

CR transfers the agreed rent to the Owner. CR's service fee (up to 20% of the rent) remains at CR.

6. THE ACCURACY OF INFORMATION:

6.1 The Owner guarantees the accuracy and completeness of all information provided to CR.

7. THE TENANT REFERENCING:

7.1 Tenants will provide identification and sign the Tenancy Agreement. Corporate tenants may not require credit referencing but will undergo suitable checks.

8. THE TENANT AGREEMENT & DEPOSIT:

8.1 CR will secure a deposit from tenants, adhering to Dutch law and the terms of the Tenancy Agreement, to cover damages.

9. THE OWNERS RESPONSIBILITIES:

9.1 Rental Restrictions:

The Owner guarantees that there are no restrictions on letting the Property. If applicable, the Owner received permission from the VvE and acquired all permits and other necessities to rent out the Property.

9.2 Safety Alarms:

The Owner ensures that there is a smoke and carbon monoxide detector installed.

9.3 Insurance Notification:

The Owner will inform their insurer of the Property's rental status if required to do so.

9.4 Fire Safety Compliance:

The Owner ensures all furniture meets fire safety standards.

9.5 Electrical Safety:

The Owner is responsible for the safety of electrical systems.

10. THE TERMINATION OF THIS SERVICE AGREEMENT:

10.1 Pre-Tenancy Agreement Termination:

Both parties may terminate this service agreement at any time, with immediate effect if no tenant has been approved.

10.2 Post-Tenancy Agreement Termination:

Once a tenant is approved and a Tenancy Agreement is concluded, the Contract cannot be terminated ('*opzegd*' or '*ontbonden*'). The parties have to wait until the Tenancy Agreement has ended. If the Owner requires early termination, CR will endeavour to facilitate this, very often successfully, subject to mutual agreement with the tenant and following Dutch rules.

11. THE LIABILITY AND INDEMNIFICATION:

11.1 Limitation of Liability:

CR's liability in connection with the Contract and Tenancy Agreement is limited to direct damages and shall not exceed the total service fees received by CR in the preceding 12 months except in the case of non-rental payments from the tenant. In which case CR guarantees timely rental payments to the Owner.

11.2 Indemnification:

The Owner agrees to indemnify CR against all claims, costs, damages, and expenses arising from the Owner's breach of this agreement or any misrepresentation.

12. THE DISPUTE RESOLUTION:

12.1 Governing Law:

This agreement is governed by and construed in accordance with Dutch law.

12.2 Dispute Handling:

Any disputes arising out of or in connection with this agreement shall be resolved through negotiation. If unresolved, disputes shall be submitted to the District Court of Amsterdam.

13. THE AMENDMENTS AND MODIFICATIONS:

13.1 Written Agreement Required:

Any amendments or modifications to this Contract must be made in writing and signed by both parties.

14. THE ENTIRE AGREEMENT:

14.1 This Contract constitutes the entire agreement between CR and the Owner regarding the subject matter herein and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written.

SIGNATURES

This Contract is executed by the undersigned parties as of the date last written below.

Signed by the Owner: _____

Date: _____

Signed by CR: _____

Date: _____

Appendix 1: Temporary Tenancy Agreement
 Appendix 2: Indefinite Tenancy Agreement

APPENDIX 1. – Temporary Tenancy Agreement for Residential Accommodation

Address :

Start date :

THE UNDERSIGNED:

Represented by **City Retreat B.V.**, KVK-number: 86852760 with office at Haarlemmerweg 331-333 (A), 1051 LH, Amsterdam, The Netherlands, hereafter: "**Lessor**" and,

Name(s) :

Nationality :

Passport number(s) :

Current Address :

Occupation :

Email(s) :

Contact Number(s) :

Hereafter (if applicable both jointly and each individually) to be called "**Lessee**",

WHEREAS:

- This agreement refers to the apartment, located at: hereafter: "**rented premises**";
- The Lessee works, studies or resides in the Netherlands and requires flexible residential accommodation;
- City Retreat B.V. (hereafter: "**CR**") works on behalf of the owner and is granted a power of attorney to conclude a flexible tenancy agreement between the owner and Lessee regarding the rented premises;
- CR is the manager of rented premises. CR is the Lessee's point of contact for all questions and remarks.
- The Lessor and Lessee explicitly opt for a flexible tenancy agreement (7:232 (2) DCC), which also means that the regular Dutch rent protection measures, as well as the Dutch rental costs protection (act) do not apply to this agreement. On the other hand, the rented premises is fully furnished and equipped with a lot of extra facilities and services. Lessee acknowledges the special nature of this flexible accommodation and agrees to vacate the rented premises after the agreed term;
- During the rental period, the Lessee can (early) terminate the tenancy agreement on every day, concerning a **one (1) calendar months' notice period**.
- The rented premises is fully furnished;
- The Lessee declares that all personal data he provided is both complete and correct;
- The rented premises are designated for use as temporary residential accommodation only and are to be used as accommodation for the Lessee. The use of the rented premises by the Lessee is limited to residential purposes and not to carry illegal (including immoral) purposes. Lessee is obligated to use the rented premises properly and not cause any (type of) nuisance. Furthermore, smoking is not permitted in the rented premises and pets are not allowed on the rented premises without prior written consent of the Lessor/CR;
- The condition of the rented premises is described in the Inspection report as attached and initialled by the parties;
- The rent is to be paid in advance, without any discount or right to compensation possible;
- Charges for international transfers or payments are for the account of the Lessee.
- The Lessee must take every precaution to prevent damage to the rented premises. The Lessee is obligated to report any damage in or to the premises to CR at once. Should the Lessee be negligent in this matter, all resulting costs will be for the account of the Lessee.
- In case of the intended sale, re-letting, or the execution of necessary maintenance and repairs, the Lessor, CR or their authorized representative is entitled to arrange for the rented premises to be viewed or for the work to be carried out on working days and working hours (or in a weekend if agreed), provided an appointment is made at least one day in advance. In this respect, the Lessee shall see to it that during their holidays or other prolonged absence, access to the rented premises is possible and that this possibility is known to CR.
- Lessee undertakes to vacate the rented premises on the final date, to remove all personal belongings and to deliver the rented premises in a condition identical to that at the start of the rent considering normal wear and tear. Furthermore, Lessee agrees to clean the rented premises and return all keys to CR. Where Lessee does not meet the undertakings, Lessor has the right to clean and perform the necessary repair of the rented premises at Lessee's expense. Reasonable wear and tear remain the liability of the Lessor.
- The Lessee is not entitled to change anything of a permanent nature to or in the rented premises, including driving nails and/or screws or applying stickers to the walls, changing locks, etc. unless the Lessor/CR give their explicit prior written consent to do so.
- The Lessee is not entitled to let, sublet, or grant use of the rented premises or part of them in any way possible to third parties, including via Airbnb.com and any other (short-stay) marketing channels.
- Any amendments or additions to this tenancy agreement must be made in writing and signed by both parties;

HAVE AGREED AS FOLLOWS:

1. This tenancy agreement has been entered into for a duration of 12 months, with effect from.....
2. During the rental period the Lessee can terminate the tenancy agreement on any calendar day, with respect to a one (1) calendar month notice period. Notice of termination of the tenancy agreement is to be given following article 18 of the general provisions.
3. Cancellation of this tenancy agreement can be made at free of charge up to one month before the start date. After this date, there is a one-month rent cancellation fee.
4. As from the effective date of this tenancy agreement, the Lessee's payment obligation will be [€] per month which includes:
 - 1) The rent of the property amounting to [€] per month.
 - 2) The use of available furniture, features, and equipment in the apartment amounting to [€] per month.
 - 3) The fees in connection with the supply of electricity, gas and water amounting to [€] per month.
 - 4) The costs for the services including City Retreat's apartment guarantee, booking administration, tenant admin and moving support, comprehensive maintenance support and the provisioning of laundry, linen, towels and cleaning, amounting to [€] per month.
5. Before the effective date, the Lessee will pay a security deposit in the amount of [€] as a guarantee of due compliance with his obligations. After the agreement has been terminated, the deposit will be returned to the Lessee less the deduction of any charges the Lessee is due to pay the Lessors, and an indemnification for any damage done to the rented premises or furniture, and/or for incomplete inventory, cleaning costs and, where necessary, dry-cleaning. The deposit will be settled within fifteen days after the termination of the agreement at the latest. The security deposit will not accrue interest.
6. All payments shall be made before the start of the month by way of a wire transfer to the bank account of CR (Bank name: ING Bank - Account holder: City Centre Retreat, IBAN: NL05INGB0008066741, with reference [address of rented premises + month]);
7. In case the tenancy agreement is continued for more than one year, the rent will be examined annually on the first day of the contract, based on the consumer's index of all households (CPI), calculated by the Central Bureau of Statistics with a maximum increase of 4%. The rent cannot be decreased.
8. Unless otherwise provided in this agreement the following costs are for the account of the Lessee: repairs and replacements arose through the fault of the Lessee, their family, visitors, or pets; insurance of their personal belongings in the rented premises; broken windows; telephone connection point (if required); professional cleaning of the rented premises during the rental period.
9. For the account of the Lessor are the costs for (a) real-estate tax associated with ownership of the building, (b) (local) government taxes associated with leasehold, (c) insurance of building structure, (d) the insurance premiums covering the premises and the contents belonging to the Lessor, (e) the subscription for connection and consumption of internet, (f) the consumption of water, electricity, and gas up to the value of [€] per month, (g) professional cleaning of the rented premises, (h) dry-cleaning before the initial start date of this tenancy agreement, (i) repairs and maintenance and must be resolved as soon as reasonably possible, (j) supplying linen, towels, hair dry, kitchen utensils, iron, iron board and a hairdryer.
10. If the Lessee uses more water, gas and/or electricity than the value as specified in article 9, the surplus is at the expense of Lessee.
11. As prohibited by law the Lessee is required to pay for the residential taxes related to the tenant such as property (user) tax, water authority charges, environmental levies, including surface water pollution levy and the waste water purification levy.
12. This tenancy agreement requires the parties to comply with the statutory provisions on tenancy of residential accommodation, to the extent not provided otherwise herein. The 'GENERAL PROVISIONS FOR TENANCY OF RESIDENTIAL ACCOMMODATION', as drawn up on 20 March 2017, filed with the Clerk of the District Court at The Hague on 12 April 2017 and are registered there under number 2017.21, hereinafter referred to as the '**general provisions**', (**appendix 2**) apply to and form part of this tenancy agreement. Such general provisions are known to the parties. The Lessee has received a copy. The general provisions will apply except to the extent expressly provided otherwise in this tenancy agreement or if application of these general provisions is not possible in respect of the rented object.
13. The Lessee incurs, without further notice of default, an immediately payable penalty, not subject to judicial mitigation, for each day that the breach continues, as specified in **appendix 3**, that applies to and forms part of this tenancy agreement.
14. This tenancy agreement is governed by Dutch law.

All notices to the Lessor can and should be sent to CR by using the following addresses:

Address : Haarlemmerweg 331-333 (A), 1051 LH, Amsterdam, The Netherlands

Email : bookings@cityretreat.com

This drawn up in triplicate on
in Amsterdam and signed,

LESSOR Signature:

LESSEE Signature(s):

Appendices:

[1] Property Inspection report (to be sent at the time of completion)

[2] GENERAL PROVISIONS FOR TENANCY OF RESIDENTIAL ACCOMMODATION', as drawn up on 20 March 2017

APPENDIX 2 - Tenancy Agreement for Residential Accommodation

Address :
Start date :

THE UNDERSIGNED:

Represented by **City Retreat B.V.**, KVK-number: 86852760 with office at Haarlemmerweg 331-333 (A), 1051 LH, Amsterdam, The Netherlands, hereafter: "**Lessor**" and,

Name(s) :
Nationality :
Passport number(s) :
Current Address :
Occupation :
Email(s) :
Contact Number(s) :

Hereafter (if applicable both jointly and each individually) to be called "**Lessee**",

WHEREAS:

- This agreement refers to the apartment, located at: hereafter: "**rented premises**";
- The Lessee works, studies or resides in the Netherlands and requires residential accommodation;
- City Retreat B.V. (hereafter: "**CR**") works on behalf of the owner and is granted a power of attorney to conclude a tenancy agreement between the owner and Lessee regarding the rented premises;
- CR is the manager of rented premises. CR is the Lessee's point of contact for all questions and remarks.
- The Lessor and Lessee opt for an indefinite tenancy agreement without a minimum term. During the rental period, the Lessee can terminate the tenancy agreement on every day, concerning a one (1) calendar months' notice period.
- The rented premises is fully furnished;
- The Lessee declares that all personal data he provided is both complete and correct;
- The rented premises are designated for use as residential accommodation only and are to be used exclusively as temporary accommodation for the Lessee. The use of the rented premises by the Lessee is limited to residential purposes and not to carry illegal (including immoral) purposes. Lessee is obligated to use the rented premises in a proper manner and not cause any (type of) nuisance. Furthermore, smoking is not permitted in the rented premises and pets are not allowed on the rented premises without prior written consent of the Lessor/CR;
- The condition of the rented premises is described in the Inspection report as attached and initialled by the parties;
- The rent is to be paid in advance, without any discount or right to compensation possible;
- Charges for international transfers or payments are for the account of the Lessee.
- The Lessee must take every precaution to prevent damage to the rented premises. The Lessee is obligated to report any damage in or to the premises to CR at once. Should the Lessee be negligent in this matter, all resulting costs will be for the account of the Lessee.
- In case of the intended sale, re-letting, or the execution of necessary maintenance and repairs, the Lessor/CR or their authorized representative is entitled to arrange for the rented premises to be viewed or for the work to be carried out on working days and working hours (or in a weekend if agreed), provided an appointment is made at least one day in advance. In this respect, the Lessee shall see to it that during their holidays or other prolonged absence, access to the rented premises is possible and that this possibility is known to CR.
- Lessee undertakes to vacate the rented premises on the final date, to remove all personal belongings and to deliver the rented premises in a condition identical to that at the start of the rent taking into account normal wear and tear. Furthermore, Lessee agrees to thoroughly clean the rented premises and return all keys to CR. Where Lessee does not meet the undertakings, Lessor has the right to clean and perform the necessary repair of the rented premises at Lessee's expense. Reasonable wear and tear remain the liability of the Lessor.
- The Lessee is not entitled to change anything of a permanent nature to or in the rented premises, including driving nails and/or screws or applying stickers to the walls, changing locks, etc. unless the Lessor/CR give their explicit prior written consent to do so.
- The Lessee is not entitled to let, sublet, or grant use of the rented premises or part of them in any way possible to third parties, including via Airbnb.com and any other short-stay marketing channels.
- Any amendments or additions to this tenancy agreement must be made in writing and signed by both parties;

HAVE AGREED AS FOLLOWS:

15. This tenancy agreement has been entered into for an indefinite term, with effect from

16. During the rental period the Lessee can terminate the tenancy agreement on any calendar day, with respect to a one (1) calendar month notice period. Notice of termination of the tenancy agreement is to be given following article 18 of the general provisions.
17. Cancellation of this tenancy agreement can be made at free of charge up to one month before the start date. After this date, there is a one-month rent cancellation fee.
18. As from the effective date of this tenancy agreement, the Lessee's payment obligation will be [€] per month which includes:
 - 1) The rent of the property amounting to [€] per month.
 - 2) The use of available furniture, features, and equipment in the apartment amounting to [€] per month.
 - 3) The fees in connection with the supply of electricity, gas and water amounting to [€] per month.
 - 4) The costs for the services including City Retreat's apartment guarantee, booking administration, tenant admin and moving support, comprehensive maintenance support and the provisioning of laundry, linen, towels and cleaning, amounting to [€] per month.
19. Before the effective date, the Lessee will pay a security deposit in the amount of [€] as a guarantee of due compliance with his obligations. After the agreement has been terminated, the deposit will be returned to the Lessee less the deduction of any charges the Lessee is due to pay the Lessors, and an indemnification for any damage done to the rented premises or furniture, and/or for incomplete inventory, cleaning costs and, where necessary, dry-cleaning. The deposit will be settled within fifteen days after the termination of the agreement at the latest. The security deposit will not accrue interest.
20. All payments shall be made before the start of the month by way of a wire transfer to the bank account of CR (Bank name: ING Bank - Account holder: City Centre Retreat, IBAN: NL05INGB0008066741, with reference [address of rented premises + month]);
21. In case the tenancy agreement is continued for more than one year, the rent will be examined annually on the first day of the contract, based on the consumer's index of all households (CPI), calculated by the Central Bureau of Statistics with a maximum increase of 4%. The rent cannot be decreased.
22. Unless otherwise provided in this agreement the following costs are for the account of the Lessee: repairs and replacements arose through the fault of the Lessee, their family, visitors, or pets; insurance of their personal belongings in the rented premises; broken windows; telephone connection point (if required); professional cleaning of the rented premises during the rental period.
23. For the account of the Lessor are the costs for (a) real-estate tax associated with ownership of the building, (b) (local) government taxes associated with leasehold, (c) insurance of building structure, (d) the insurance premiums covering the premises and the contents belonging to the Lessor, (e) the subscription for connection and consumption of internet, (f) the consumption of water, electricity, and gas up to the value of [€] per month, (g) professional cleaning of the rented premises, (h) dry-cleaning before the initial start date of this tenancy agreement, (i) repairs and maintenance and must be resolved as soon as reasonably possible, (j) supplying linen, towels, hair dry, kitchen utensils, iron, iron board and a hairdryer.
24. If the Lessee uses more water, gas and/or electricity than the value as specified in article 9, the surplus is at the expense of Lessee.
25. As prohibited by law the Lessee is required to pay for the residential taxes related to the tenant such as property (user) tax, water authority charges, environmental levies, including surface water pollution levy and the waste water purification levy.
26. This tenancy agreement requires the parties to comply with the statutory provisions on tenancy of residential accommodation, to the extent not provided otherwise herein. The 'GENERAL PROVISIONS FOR TENANCY OF RESIDENTIAL ACCOMMODATION', as drawn up on 20 March 2017, filed with the Clerk of the District Court at The Hague on 12 April 2017 and are registered there under number 2017.21, hereinafter referred to as the '**general provisions**', (**appendix 2**) apply to and form part of this tenancy agreement. Such general provisions are known to the parties. The Lessee has received a copy. The general provisions will apply except to the extent expressly provided otherwise in this tenancy agreement or if application of these general provisions is not possible in respect of the rented object.
27. The Lessee incurs, without further notice of default, an immediately payable penalty, not subject to judicial mitigation, for each day that the breach continues, as specified in **appendix 3**, that applies to and forms part of this tenancy agreement.
28. This tenancy agreement is governed by Dutch law.

All notices to the Lessor can and should be sent to CR by using the following addresses:

Address : Haarlemmerweg 331-333 (A), 1051 LH, Amsterdam, The Netherlands
Email : bookings@cityretreat.com

This drawn up in triplicate on
in Amsterdam and signed,

LESSOR Signature:

LESSEE Signature(s):

Appendices:

[1] Property Inspection report (to be sent at the time of completion)

[2] General provisions for tenancy of residential accommodation', as drawn up on 20 march 2017