

# Condo Association Management Agreement

This Management Agreement ("Agreement") is made between the Condo Association ("Association") and the Management Company ("Manager"), effective as of [Effective Date].

## 1. Purpose

This Agreement outlines the terms and responsibilities under which the Manager will oversee and manage the affairs, property, and business of the Association.

## 2. Term

- Start Date: [Enter Start Date]
- End Date: [Enter End Date]
- Termination: [Notice Required / Causes for Termination]

## 3. Manager Responsibilities

- Financial Management (budgeting, collections, disbursements, reporting)
- Property Maintenance and Repairs
- Vendor and Contractor Management
- Compliance with Laws and Governing Documents
- Record Keeping and Document Management
- Meeting Coordination and Communication with Owners

## 4. Association Responsibilities

- Provide necessary documents and information to Manager
- Approve budgets and expenditures, as needed
- Maintain adequate insurance coverage
- Compensate Manager as agreed

## 5. Compensation

- Management Fee: [Amount and Frequency]
- Reimbursement of Expenses: [Detail applicable expenses]
- Other Fees: [Describe if applicable]

## 6. Indemnification & Insurance

- Manager and Association to maintain required insurance
- Indemnification terms and limitations of liability

## 7. Miscellaneous

- Governing Law: [Specify State]
- Entire Agreement
- Amendments and Notices
- Severability

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

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Management Company Representative

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