

Template for comparing offers from tourist home managers

A table to put up to three management offers side by side under the same headings (commission and its base, services, listings, exit) and work out how much you keep with each.

Reviewed on 6 October 2026 · Applies to: good management practice, not a legal rule

Percentages are hard to compare; the euros that reach your account are easy. Ask each manager for their terms **in writing** and fill in one column per offer, with the same questions for all. If a manager answers «it depends» or «we'll see», write it down as it is: that is an answer too.

What changes the result most is **what the commission is calculated on**: we explain it in [What commission does a manager charge?](#).

How to fill it in

Ask each manager for the same example: how much would reach you from a €1,000 booking via Booking with €100 cleaning, fully broken down. Also ask for a real statement for a similar flat, with the names covered.

In each box, note what they tell you and whether it is in the contract or was only said verbally. Anything not in the contract, ask for in writing before signing.

1. The terms, one by one

ITEM	MANAGER A	MANAGER B	MANAGER C
Name, contact and date of the offer			
Commission base: on the gross or on what you receive from the platform? With or without cleaning?			
Commission percentage. VAT: included or on top?			
Fixed fees, set-up fees or minimums			
Example: how much reaches you from €1,000 via Booking with €100 cleaning?			
Cleaning: does the guest pay it as a supplement? Does it cover the real cost?			
Laundry and bed linen: included or extra? Who replaces them?			
Guest check-in: in person, key box or smart lock. And late arrivals?			
24-hour guest support and languages			
Maintenance and incidents: who calls the technician, labour, spending limit without your permission			
Listing photos: included or how much? Do you keep them if you leave?			
Prices: who sets them and how? Can you set a minimum?			
Guest registration (SES.Hospedajes): do they do it?			
Guest damage: who claims from the platform, the deposit or the insurance?			
Listings and reviews: in your name or theirs?			
Holder of the operation before the Junta: who is listed and who handles the change?			
Your access to the accounts and statement: frequency, payment date and breakdown			

ITEM	MANAGER A	MANAGER B	MANAGER C
Days of own use and how much notice you give			
Manager's civil liability insurance			
Term, minimum commitment and notice period			
Exclusivity: do they require it? With a clause for transferring listings?			
On leaving: listings, confirmed bookings, photos and final settlement			

2. Working out the result

Use the same starting figures for all three: the same turnover and the same flat expenses, which do not change with the manager. What changes is the manager's commission and what it includes.

Platforms also charge 21 % VAT on their commission, which a private individual cannot deduct. On Airbnb that VAT is already included in the commission you see: do not subtract it twice. If gross turnover includes the cleaning supplement paid by the guest, subtract it on its row: it goes to whoever cleans.

Example of the commission base, with a €1,000 booking via Booking and €100 cleaning: 15 % is €150 on the gross, €120.42 on what arrives from the platform (€802.77) and €105.42 if cleaning is also taken out (€702.77).

Period or scenario for the calculation (a year, a season, a typical booking)

ITEM	MANAGER A	MANAGER B	MANAGER C
Gross turnover (what guests pay)			
- Platform commission			
- VAT on that commission			
- Manager's commission (and its VAT, if on top)			
- Cleaning (if included in gross turnover)			
- Utilities (electricity, water, internet)			
- Maintenance, repairs and replacements			
- Other flat expenses (IBI property tax, waste charge, association fees, insurance)			
- Estimated taxes			
= You keep			

3. Signs to rule out an offer

- ☐ They will not show you a real statement or explain what the commission is calculated on.
- ☐ The listings are in their name and what happens if you leave is «to be seen».
- ☐ A long minimum commitment with a penalty for leaving.
- ☐ «Lump-sum» expenses, a fixed monthly maintenance fee or charges without a supplier invoice.
- ☐ They promise specific occupancy or income without showing you the data for a similar flat.
- ☐ They ask you to sign today «because the offer expires».

4. Decision

Manager chosen

Why, and what must be in writing in the contract before signing

Guidance template for comparing offers: it is not a legal document or tax advice. What counts is what you sign, so adapt it to your case and ask for everything important to be in the contract.

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Sources

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