

Instructions

Separate paperwork is needed for each individual property.

Property Management Agreement

- (1) **Page 1** Enter the names of ALL the owners (** See Below)
Examples Bob & Mary Smith
John Doe
Las Vegas Investments LLC
Bob & Mary Smith, and John Doe
- (2) Examples Enter the Property Type
Single Family Residence
Condominium
Townhome
Duplex, Triplex, Four-plex etc
(#) of Units (36 Units) or (60 Apartment Units)
Commercial/Office Building
- (3) Subject Property Street Address
- (4) City in which the subject rental is located
- (5) Zip Code in which the subject rental is located
- (6) Parcel Number – This is located on your property tax bill. You can also find it by going to:
<http://sandgate.co.clark.nv.us/cicsAssessor/site.htm>
- (7) Day (Date) you want us to begin managing
- (8) Month and year you want us to begin managing
- (9) The “asking”, High rent price
- (10) The lowest rent amount you’ll take without us having to call you. #9 & #10 can be the same figure. It doesn’t leave much room for negotiation however.
- (11) ALL owners Initials
- (12) **Page 2** ALL owners Initials
- (13) **Page 3** ALL owners Initials
- (14) **Page 4** Check Mark whether or not to accept pets. You can write in restrictions under Schedule –A if you would like. Example would be: **Dogs only under 15 lbs.**
- (15) Today’s Date – the date you are signing the paperwork
- (16) Fill in ALL of the information requested, signatures and print your name. (If there are additional owners, you can share lines.... write small)

*****If you just purchased the property, and the County Assessors office doesn’t show you as the owner yet, you’ll need to provide us with a copy of your closing statement from escrow or other escrow paperwork showing that you are the new owner.**

***** If the property is owned by a business or corporation, we will need copies of the Articles of Incorporation (or similar paperwork depending on the type of business) and the minutes, bylaws, or other documentation giving you authorization to conduct business regarding this real property on the businesses behalf.**

Instructions Addendums

Property Profile

- (17) Enter the subject property rental address
- (18) Checkmark and select those utilities and items that you are going to provide and those the tenant will handle. Most of the time the owner handles payment for trash, sewer, and HOA dues since those services can become liens against your property if not paid.
- (19) Please provide all the contact information for the HOA if your property should be a part of one. Many times we have to interact with them and provide copies of leases etc.
- (20) If your property is currently handled by someone else we will need to know who it is. In addition, we will need a copy of the written statement terminating your relationship with them. The Real Estate Board and State frown strongly upon Realtors who infringe on another Brokers agreement.

Tenant and Maintenance Profile

- (21) Enter the subject property rental address
- (22) If the property is occupied with a tenant we will need a copy of their lease agreement. If they need to be evicted, we will need specific information as to how the amount of money owed at this time is composed. What part is rent, what part is various fees. Sometimes it can be difficult to win a case if the exact information is lacking. You will also need to send a minimum of \$300.00 to begin the eviction process. In the event the tenant moves out during the process, whatever funds have not been used on the eviction, will remain in your account.
- (23) Complete all aspects of this area. Usually we will request that you go on-line and download printable authorizations forms if the expenditures are over \$300. Otherwise we can fax or snail mail them to you. In addition, our phone system will record your authorization, verbally. However, we will still need it in writing.

MOLD DISCLOSURE/WAIVER

- (24) Enter (Print) the names of ALL the owners
- (25) Enter The Subject Rental Property address
- (26) Owner/Lessor Disclosure: Check off and give any information you may have regarding mold and the property.
- (27) Sign and date the form

DUTIES OWED BY A NEVADA REAL ESTATE LICENSEE

- (28)** Enter the names of ALL the owners
- (29)** Initial that the agent is only representing you the Lessor.
- (30)** All Owners Sign and Date the form

CONFIRMATION REGARDING REALESTATE AGENT RELATIONSHIP

This is another state required form that basically says we work for the owner not the tenant. We are required to give the tenant a copy of this form and obtain their signatures as well when they take a property.

- (31)** Enter the subject property rental address
- (32)** All of the owners need to sign and date this form.

ATLAS GROUP LC
Property Management Agreement – Page 1

PARTIES: This agreement between (1) _____ hereinafter called **OWNER**, and the **Atlas Group LC**, hereinafter called **BROKER**, whereby in consideration of services to be rendered by **BROKER**, **OWNER** appoints the **BROKER** as the Exclusive Agent to rent, lease, operate, control and manage the following described property:

SUBJECT: PROPERTY TYPE: (2) _____

STREET ADDRESS: (3) _____

CITY: (4) _____ STATE: NV ZIP: (5) _____ PN (6) _____

TERM: This agreement shall be for an initial term of twelve (12) months beginning on the (7) _____ day of (8) _____ in the year 20 _____. ***Either party may cancel this agreement prior to the expiration date above by giving thirty (30) days advanced notice in writing, and paying all sums due BROKER under the terms of this agreement.*** This agreement shall continue on a month to month basis after the initial term until either party gives thirty (30) days written notice to terminate this agreement and all outstanding charges and monies owed have been paid.

RENTALS: **BROKER** will use his best efforts to lease or rent the property named above at a rental price of (9) \$ _____ per month. **BROKER** is given the right to rent for as low as (10) \$ _____ per month without conferring with **OWNER**. **BROKER** may increase rents from time to time as the rental market dictates

BROKER: **OWNER** hereby grants **BROKER** the sole and exclusive right to advertise said premises or any part thereof, to display signs in or about the premises, to place said property on Multiple Listing Service; to cooperate with other Brokers as he may see fit; to rent, lease the Property; to sign, renew, or cancel leases for the premises or any part thereof; to inspect the Property at such times as **BROKER** deems necessary; to hire, discharge, and pay all contractors, vendors, and other employees; to collect all rents and other funds that may be due **OWNER**; to collect security and cleaning deposits and deposit all money in **BROKER'S** Trust Account; to compromise and settle claims; to require releases from all parties in the event of a controversy before disbursing Trust funds; to do all those things **BROKER** deems necessary to the efficient management of the Property.

All of the above authority and powers given by the **OWNER** to the **BROKER** shall be exercised by the **BROKER** within the **BROKER'S** sole and absolute discretion and judgment and the **OWNER** agrees that it will accept the **BROKER'S** decision with respect to all of the authority and powers above contained, and the **BROKER** and the **OWNER** agree that it shall have no claim against the **BROKER** by reason of the **BROKER'S** exercise of such authority and powers if the **BROKER** is found not guilty of any gross negligence.

AGENT'S INITIALS _____

OWNER'S INITIALS (11) _____

ATLAS GROUP LC
Property Management Agreement – Page 2

LEASING: **BROKER** is given the exclusive right to execute leases, renewals, and month-to-month agreements; to screen prospective residents; to terminate tenancies and to act and serve on behalf of **OWNER** such notices as **BROKER** deems appropriate. To institute legal and collection actions on behalf and at the expense of **OWNER** to evict Tenant and recover possession of the premises and to settle and release such actions.

RECEIPTS: **BROKER** is given the exclusive right to collect rents and other sums due and to place said funds into **BROKER'S** Trust Account. **BROKER** may accept checks for the rental payments from the tenant at the **OWNER'S** risk. **OWNER** agrees to reimburse **BROKER** for such sums as have been disbursed in good faith when such checks should be returned unpaid. **BROKER** shall not be held liable due to failure of the banking institution. Service charges for late rent payments, returned checks, other Tenant charges and interest earned on **BROKER'S** Trust Account shall be disbursed to **BROKER**. **BROKER** shall not collect any undisclosed fee, rebate, or discount, and if any is offered or tendered, **BROKER** agrees to credit **OWNER'S** account.

REPAIRS: **BROKER** is given the exclusive right to institute repairs to the Property, to purchase materials, and pay for same out of the **OWNER'S** funds. **BROKER** shall not be required to perform any act or duty involving the expenditure of monies, unless **BROKER** has sufficient funds from **OWNER**. Repairs, replacement, and maintenance, except for an emergency nature, over the sum of \$300.00 shall not be made without the permission of the **OWNER**. **OWNER** further agrees to keep a minimum of \$300.00 designated as **OWNER RESERVE** in the account to pay for either anticipated or unanticipated expenses. **BROKER** may engage, supervise, and discharge independent contractors in the name of the **OWNER**, to maintain and repair the Property and enter into contracts for utilities and other services as may be deemed advisable by **BROKER**. **OWNER** understands and agrees that he is responsible for all charges and expenses incurred in the maintenance and repair of the property. **OWNER** is aware and acknowledges that **BROKER'S** wife, associates, partners, and friends have maintenance and cleaning businesses (*ROA Cleaning and Maintenance, SBH Cleaning, Asia Maintenance, Home Doctor, Lucas Maintenance etc.*) that not only provides services to the general public, but also provides cleaning and maintenance services for properties which the **BROKER** manages. **BROKER** uses a variety of vendors which may be more suited to the requirements of the job and any **OWNER** should be aware that the best price/performance ratio is always sought. **OWNER'S** may request at any time that outside vendors, not even remotely associated with **BROKER**, be used exclusively for all work performed on their unit.

EXPENSES: All outside services, repairs, and replacements performed under this Agreement and unpaid Tenant charges will be charged to **OWNER**. Any special services requested by **OWNER**, which **BROKER** is able to perform, may be done at an additional charge to **OWNER** with prior agreement between **OWNER** and **BROKER**. **OWNER** assumes full responsibility for payment of any expenses and obligations incurred in connection with the exercise of **BROKER'S** duties set forth herein including legal actions on behalf of the **OWNER**. Unless otherwise stated below in Schedule-A, **OWNER** shall be responsible for making all payments such as real property tax, mortgages, utilities, maintenance/association fees, etc. **OWNER** shall be charged a monthly fee per Schedule-A below for recurring items made at **OWNER'S** request. For **OWNER'S**, **BROKER'S**, and **TENANT'S** protection, **OWNER** agrees that lock changes will be made after each **TENANT** departure from subject property.

AGENT'S INITIALS _____

OWNER'S INITIALS (12) _____

ATLAS GROUP LC
Property Management Agreement – Page 3

COMMISSION: **OWNER** agrees to pay **BROKER** a monthly Management Fee of ten percent of the gross receipts collected. Gross receipts are all amounts received from the operation of the premises including rents, laundry income, etc. and does not include administrative fees as outlined above under **RECEIPTS**. **OWNER** to pay a leasing/rental fee of up to \$500.00 not including advertising or other incidental expenses, each time the property is rented. If the Tenant does not stay in the property for a minimum of one half of the lease term or six (6) months, whichever is less, **BROKER** is to re-lease/re-rent the property with no re-leasing/re-rental fee. In the event **OWNER** elects to terminate this Agreement while a valid Lease/Rental Agreement initiated by **BROKER** remains in effect, **OWNER** shall prepay to **BROKER** fifty-percent (50%) of the total anticipated management fees for the remainder of the Lease/Rental Agreement. In the event of a month-to-month rental agreement, **OWNER** shall prepay to **BROKER** six (6) months Management Fees for each property. In no event shall this Agreement be terminated until any and all indebtedness have been paid in full.

SALE: If the Tenant to which the **BROKER** has leased or rented the property buys the property, **BROKER** is entitled to a sales commission of four percent (4%) of the gross sales price. The **OWNER** may list the property for sale with any broker, company, or individual he so chooses. However, should the **OWNER** choose to list the property for sale with anyone other than the Atlas Group LC, the normal property management commission on the subject property will be increased by two (2) percent to cover the additional work involved in showing and dealing with appraisers, inspectors, mortgage companies, and interested buyers/agents requesting management data and information during the listing and sale period.

STATEMENTS: **BROKER** will render a statement every thirty (30) days showing all funds collected and disbursed. **BROKER** is directed to remit to **OWNER** not less than every thirty (30) days the net receipts. Net receipts include but are not limited to: Gross receipts less advertising costs, management fees, expenses incurred for all repairs, maintenance expenses, utility charges, cleaning charges, court costs, legal notices and eviction expenses, multiple listing referral fees, deposit refunds, and all payments as outlined below on Schedule-A. In the event the disbursements shall be in excess of the rents collected by **BROKER**, the **OWNER** does hereby agree to pay such excess immediately upon demand by the **BROKER**. It being understood that **BROKER** will not and is not obligated to advance any money for **OWNER'S** account. **BROKER** shall maintain accurate records of all monies received and disbursed in connection with its management of the property. All documents and correspondence including those made electronically, whether received, obtained, sent, or generated by **BROKER**, regardless of source, regarding the property, any tenant, or tenancy, are to be considered the private property of **BROKER** and Atlas Group LC, and will only be disbursed or released at **BROKER'S** sole discretion.

OWNER to provide House/Association Rules and warranties in effect, if applicable, and agrees to make available to **BROKER** all documents, data, and records and to respond to requests for information pertaining to the described property which may be required for the proper execution of **BROKER'S** duties. **OWNER** agrees to prepare and submit an Inventory and Condition Form of the property, furniture, fixtures, and other articles therein. If **OWNER** fails to furnish the Inventory and Condition Form, **OWNER** agrees to accept Inventory and Condition Form prepared by **BROKER**

AGENT'S INITIALS _____

OWNER'S INITIALS (13) _____

ATLAS GROUP LC
Property Management Agreement – Page 4

DISASTER: In the event that the premises shall be rendered uninhabitable due to fire or other disaster, the **BROKER** shall be entitled to share, on the same basis as delineated in Section-**COMMISSION**, in loss of rent insurance collected by the **OWNER**.

INDEMNITY: **OWNER** agrees to carry adequate property, public liability, fire insurance, and when applicable workman's compensation insurance, and to name **BROKER** as additional or co-insured and to furnish **BROKER** with copies of Certificates of Insurance. **OWNER** agrees that **BROKER** shall manage the property in full compliance with requirements of all applicable laws, and that **BROKER** is authorized to take such action as **BROKER** deems appropriate to comply with such laws at **BROKER'S** sole discretion. **OWNER** agrees to hold **BROKER** harmless from any damage to property or from loss of, or damage to furnishings, fixtures or other articles therein and all damage suits in connection with the management of the described property and from liability from any and all injuries suffered by any Tenant or any other person whomsoever. **BROKER** shall not be liable for any and all error of judgment or for any mistake of fact of law, or for anything it may do or refrain from doing with the managed property, and is acting solely on behalf of **OWNER** in an Agent capacity.

SCHEDULE A: _____
(Other Terms) _____

PETS: The **OWNER** elects to **(14)** () allow () not allow pets on the property. If the **OWNER** allows pets, a refundable Pet Deposit of at least \$300.00 per pet is required from the Tenant.

The undersigned **BROKER** accepts this exclusive appointment and agrees to use due diligence in the exercise of the Authority, Powers, and Duties granted under the terms and conditions hereof. This Agreement shall be binding upon the Successors and Assignors of the **BROKER** and the Heirs, Administrators, Executors, Successors, and Assignors of the **OWNER**. In witness whereof the parties have affixed or caused to be affixed their respective signatures this **(15)** _____ day of _____ **20** _____.

Owner: **(16)** _____ SSN / Fed ID # _____
Print Name

Owner Signature

Owner: _____ SSN / Fed ID # _____
Print Name

Owner Signature

Res Phone #: _____

Bus Phone #: _____

Address: _____ Other Phone# _____

City/State/Zip: _____ Email _____

Mail Check To _____ Atlas Group LC (800) 270-0391 or (702) 387-1354
Other Address: _____ 4033 W. Charleston Blvd., Las Vegas, NV 89102

BY: AGENT/ BROKER

Property Profile

Complete Page

Subject Property Address: (17) _____

(18)

OWNER PROVIDES:

Appliances

- Refrigerator
- Stove
- Microwave
- Dryer
- Washer
- Dishwasher
- Compactor
- Security System
- Intercom
- Soft Water Sys.
- _____
- _____

Utilities/Services

- Alarm Service
- Electricity
- Water
- Trash
- Sewer
- Gas
- Pool Service
- Gardening
- HOA Dues
- Cable
- _____
- _____

TENANT PROVIDES:

Appliances

- Refrigerator
- Stove
- Microwave
- Dryer
- Washer
- Dishwasher
- Compactor
- Security System
- Intercom
- Soft Water Sys.
- _____
- _____

Utilities/Services

- Alarm Service
- Electricity
- Water
- Trash
- Sewer
- Gas
- Pool Service
- Gardening
- HOA Dues
- Cable
- _____
- _____

(19)

If **Subject Property** is part of a Homeowners Association please complete the following:

Association Name: _____

Association Management: _____

Address _____

City, State, Zip _____

Contact/Phone _____

If **Subject Property** is a Condo/Townhome or in a gated community complete the following:

Mail Box Number / Location _____

Parking Space Number / Location _____

Garage Number _____

Gate/Entry Code _____

Security Alarm Code _____

(20)

Is the **Subject Property** currently being managed by someone else? Yes No

If "Yes", please complete:

Company : _____
Address: _____

Contact: _____
Business Phone: _____

Has written termination of their services been given? Yes No

If "Yes", please provide a copy.

Keys will be made available: Mail Delivery Management picks up at:

Tenant & Maintenance Profile

Complete Page

Subject Property Address: (21) _____

(22)

Is the **Subject Property** currently occupied with a tenant? () Yes () No

If "Yes", please complete the following:

Tenant Name: _____ Monthly Rent: _____
Move-in Date: _____ Total Deposit Held: _____
Total Rent Owed/Outstanding as of (date) _____ Total Rent Due: _____
Total Late Fees owed as of (date) _____ Total Late Fees: _____
Total Other Charges owed as of (date) _____
Date tenant last paid was on _____ Amount Paid Last: _____

Do you have a copy of the Lease/Rental Agreement? () Yes () No

If "Yes", please provide us with a copy.

If currently delinquent, do you want eviction proceedings started? () Yes () No

If "Yes", below are applicable charges. Please remit \$550.00 with all paperwork.

Eviction procedures will not be started without this minimum deposit for your account.

NOTICES

5 Day Pay or Quit	\$ 50.00
3 Day Nuisance Violation	\$ 50.00
30 Day No-Cause	\$ 50.00
5 Day Unlawful Detainer (Constable Posts)	\$ 50.00

Justice Court and Constables Office

Paperwork Creation, Processing, Filing Fees	\$ 200.00
Justice Court Appearance	\$ 150.00
Attending Constable Lockout	\$ 50.00
Lock Smith Fees	Varies

(23)

Maintenance for the **Subject Property** will be provided by/through?

() Management Company Vendors () Home Warranty Protection Plan () Owner/Other

If the **Subject Property** has a Home Warranty Protection Plan, please complete the following:

Insurance Carriers Name _____ Telephone: _____

Policy Number: _____

If the **Subject Property** is to be maintained by/through Owner/Other, please provide details:

Contact: _____ Telephone: _____

Address, Details, Comments: _____

MOLD DISCLOSURE/WAIVER

Printed Name(s) of Owner/Lessor: (24) _____

Printed Names(s) of Tenant/Lessee _____

Property Address: (25) _____
("The Property")

1. **NOTICE:** Fungal contaminants (molds) may exist in the Property of which the Owner/Lessor or his agent are unaware. These contaminants generally grow in places where there is excessive moisture, such as where leakage may have occurred in roofs, pipes, walls, plant pots, or where there has been flooding. A professional home inspection may or may not disclose fungal contaminants.

2. **OWNER/LESSOR DISCLOSURE.** (26) To the best of Owner's/Lessor's knowledge:

Has the Property had water damage? [] Yes [] No
If yes, has the water damage been repaired? [] Yes [] No

Has the Property had a mold problem? [] Yes [] No
If yes, has the mold been remediated? [] Yes [] No

If there has been water damage or a mold problem, even if remediated, explain the problem and repair/remediation.

3. **TENANT/LEESEE'S DUTY TO INSPECT:** Tenant/Leesee hereby assumes responsibility to conduct whatever inspections Tenant/Leesee deems necessary to inspect the Property for mold contamination. Companies able to perform such inspections can be found in the yellow pages under "Environmental and Ecological Services".

4. **RELEASE OF LIABILITY.** Tenant/Leesee agrees to rely solely on inspections conducted by Tenant/Leesee and professionals retained by Tenant/Leesee. Tenant/Leesee hereby releases and discharges all agents and brokers involved in this transaction from any liability in conjunction with mold contamination of the Property. Furthermore, except for any express misrepresentations by Owner/Lessor in paragraph 2 herein, Tenant/Leesee hereby releases and discharges Owner/Lessor from any liability in conjunction with mold contamination of the Property or any resulting damage the Tenant/Leesee may suffer. The Tenant/Leesee makes the decision to rent/lease the Property, independent of the real estate broker(s)/property managers involved in the transaction, and hereby agrees to hold Owner/Lessor, and any brokers or licensees in this transaction harmless and to defend and indemnify them from any claim, demand, action or proceeding as a result of the presence or infestations of molds or other contaminants in or around the property.

5. **PROFESSIONAL ADVICE.** Owner/Lessor and Tenant/Leesee execute this Disclosure/Waiver with the understanding that they should consult with a professional of their choice regarding any questions or concerns before its execution.

(27)
Owner/Lessor: _____ Date: _____

Owner/Lessor: _____ Date: _____

Tenant/Leesee: _____ Date: _____

Tenant/Leesee: _____ Date: _____

DUTIES OWED BY A NEVADA REAL ESTATE LICENSEE

This form does not constitute a contract for services nor an agreement to pay compensation.

In Nevada, a real estate licensee is required to provide a form setting forth the duties owed by the licensee to:

- a) Each party for whom the licensee is acting as an agent in the real estate transaction, and
- b) Each unrepresented party to the real estate transaction, if any.

LICENSEE: The licensee in the real estate transaction is _____ whose license number is _____.
 The Licensee is acting for the Landlord/Lessor **(28)** _____.

BROKER: The broker in the real estate transaction is Richard C. Raines (“Broker”), whose company is the Atlas Group LC (“Company”).

Licensee’s Duties Owed to All Parties:

A Nevada real estate licensee shall:

- 1. Not deal with any party to a real estate transaction in a manner which is deceitful, fraudulent or dishonest.
- 2. Exercise reasonable skill and care with respect to all parties to the real estate transaction.
- 3. Disclose to each party to the real estate transaction as soon as practicable:
 - a) Any material and relevant facts, data or information which licensee knows, or with reasonable care and diligence the licensee should know, about the property.
 - b) Each source from which licensee will receive compensation.
- 4. Abide by all other duties, responsibilities and obligations required of the licensee in law or regulations.

Licensee’s Duties Owed to the Client:

A Nevada real estate licensee shall:

- 1. Exercise reasonable skill and care to carry out the terms of the brokerage agreement and the Licensee’s duties in the brokerage agreement;
- 2. Not disclose, except to the Licensee’s Broker, confidential information relating to the client for one year after the revocation or termination of the brokerage agreement, unless Licensee is required to do so by court order or the client gives written permission;
- 3. Seek a sale, purchase, option, rental or lease of real property at the price and terms stated in the brokerage agreement or at a price acceptable to the client;
- 4. Present all offers made to, or by the client as soon as practicable, unless the client chooses to waive the duty of the Licensee to present all offers and signs a waiver of the duty on a form prescribed by the Division;
- 5. Disclose to the client material facts of which the licensee has knowledge concerning the real estate transaction;
- 6. Advise the client to obtain advice from an expert relating to matters which are beyond the expertise of the Licensee; and
- 7. Account to the client for all money and property the Licensee receives in which the client may have an interest.

Duties Owed By a Broker who assigns Licensees affiliated with the brokerage to separate parties.

Each Licensee shall not disclose, except to the real estate Broker, confidential information relating to the client.

Licensee Acting for Both Parties: You understand that the Licensee _____ may *or* _____ may not, in the future act
 (Int) (Int) **(29)**

for two or more parties who have interests adverse to each other. In acting for these parties, the Licensee has a conflict of interest. Before a Licensee may act for two or more parties, the Licensee must give you a “Consent to Act” form to sign.

(30)

I/We acknowledge receipt of a copy of this list of licensee duties and have read and understand this disclosure					
_____	_____	_____	_____	_____	_____
Landlord/Lessor	Date	Time	Tenant/Leesee	Date	Time
_____	_____	_____	_____	_____	_____
Landlord/Lessor	Date	Time	Tenant/Leesee	Date	Time

CONFIRMATION REGARDING REALESTATE AGENT RELATIONSHIP

This form does not constitute a contract for services

Property Address (31)

In the event any party to the real estate transaction is also represented by another licensee who is affiliated with the same Company, the Broker may assign a licensee to act for each party, respectively. As set forth within the *Duties Owed* form, no confidential information will be disclosed. This is such a transaction.

**I/We confirm the duties of a real estate licensee of which has been presented and explained to me/us.
My/Our representative's relationship is:**

_____ **is the Agent of the Landlord/Lessor Exclusively.**

IF THE LICENSEE IS ACTING FOR MORE THAN ONE PARTY IN THIS TRANSACTION, you will be provided a Consent to Act form for your review, consideration and approval or rejection. A licensee can legally represent both the Seller/Landlord and Buyer/Tenant in a transaction, but ONLY with the knowledge and written consent of BOTH the Seller/Landlord and Buyer/Tenant.

A licensee who is acting for the Seller/Landlord exclusively, is not representing the Buyer/Tenant and has no duty to advocate or negotiate for the Buyer/Tenant.

A licensee who is acting for the Buyer/Tenant exclusively, is not representing the Seller/Landlord and has no duty to advocate or negotiate for the Seller/Landlord.

Atlas Group LC
Landlord's/Lessor's Company

By: _____
Licensed Real Estate Agent

_____ ***Date*** _____ ***Time***

(32)

Landlord/Lessor Date Time Tenant/Lessee Date Time

Landlord/Lessor Date Time Tenant/Lessee Date Time