Integrity Capital Management



7022 Prospect Avenue • Unit 1 • Kansas City, MO 64132 (816) 759-0355

1. GENERAL INFORMATION

1.1 PARTIES
1. Owner: << Owner Name(s)>>
Company: < <company name="">></company>
Address: < <owner address(es)="">></owner>
Contact Info: << Owner Contact Information>>
Management Agency: Integrity Capital Management LLC (Herein known as ICM)
Mailing Address: 705 Suite B, SE Melody Ln #340 Lee's Summit, MO 64063
Phone: 816-759-0355
Email: info@tiekc.com
2. If Owner is not an individual, Owner is an:
□ Estate □ Corporation □ Limited Liability Company (LLC) □ Trust □ Partnership □ Limited Liability Partnership (LLP), which entity was chartered or created in OwnerOrganization State of Origin (State).
The individual signing this agreement for the owner represents to ICM that he or she has the authority to bind Owner to this agreement, to act for Owner, and is acting under their capacity as Authorized OwnerAgent Title(title) for the Owner.
3. Owner appoints ICM as Owner's sole and exclusive agent of the real property described in Paragraph 1.2 to:
 □ (1) Manage the Property, but not lease the Property □ (2) Manage and Lease the Property □ (3) Lease Property only.
1.2 PROPERTY
"Property" means:
□ Address:<< Property Address>> □ All Properties listed including non-real properties as stated in Multiple Property Addendum (ICM-1108)
1.3 TERM
 Primary Term: The primary term of this agreement begins and ends as follows: Commencement Date: <<management date="" star="">> Expiration Date: <<agreement date="" termination="">></agreement></management> Automatic Renewal Extention: Unless either party provides written notice of termination to the other party at least 60 days before the Expiration Date, this agreement will automatically extend on a monthly basis until either party terminates by providing at least 60 days written notice to the other party.
By initialing below, you acknowledge and agree to the terms in Section 1.
XInitial Here

2. AUTHORITY OF MANAGEMENT

2.1 MANAGEMENT AUTHORITY:

Owner grants to ICM the following authority which ICM may exercise when and to the extent ICM determines to be in Owner's interest:

- 1. establish interest-bearing or non-interest-bearing bank accounts to facilitate the operations as outlined in Paragraph 2.1(1);
- 2. establish non-interest-bearing bank accounts to facilitate the holding so security deposits in Trust as outlined in Paragraph 2.1(4);
- 3. collect and deposit for Owner rents and other charges (for example, returned check charges and late changes) from tenants in the Property in an operations account;
- 4. collect and deposit Security Deposits from tenants in a Trust Account.
- 5. pay from the account described under Paragraph 2.1(1) expenses to operate the Property, including but not limited to, maintenance, taxes, insurance, utilities, repairs, security, management fees, leasing/renewal fees, and expenses authorized under this agreement;
- 6. hire contractors to renovate, remodel, or redecorate the Property provided that ICM does not expend more than \$ Maximum expense costfor any single renovation, remodel, or redecoration without Owner's consent;
- 7. terminate leases for the Property, negotiate lease terminations, and serve notices of termination;
- 8. institute and prosecute, at Owner's expense, actions to:
 - 1. evict tenants in the Property; or
 - 2. recover possession of the Property;
- 9. settle, compromise, or withdraw any action described in Paragraph 2.6
- 10. negotiate and make reasonable concessions to tenants or former tenants in the Property;
- 11. report payment histories of tenants in the Property to consumer reporting agencies;
- 12. obtain information from any holder of a note secured by a lien on the Property and any insurance company insuring all or part of the Property;
- 13. authorize inspectors, appraisers, contractors, and other ICM staff and their associates to access the Property at reasonable times for purposes contemplated by this agreement and to lend keys and disclose security codes to such persons to enter the Property;
- 14. display or remove signs, as ICM determines appropriate, on the Property in accordance with applicable laws, ordinances, and restrictions; and
- 15. perform other necessary services related to the management of the Property.

2.2 LEASING AUTHORITY:

This Paragraph 2.2 applies only if ICM has the authority to lease the Property under Paragraph 1.2(1) or subsequent Properties listed on Multiple Property Addendum (ICM-1004). Owner grants to ICM the following authority which ICM may exercise when and to what extent ICM determines to be in Owner's interest:

- 1. advertise the Property for lease by means and methods that ICM determines are reasonably competitive, including but not limited to creating and placing advertisements with interior and exterior photographic and audio/visual images of the Property and related information in any media, including the internet;
- 2. place "For Lease" signs, "For Information" signs, or other signs on the Property in accordance with applicable laws, regulations, ordinances, restrictions, and owners' association rules;
- 3. remove all other signs offering the Property for sale or lease;
- submit the Property as a listing with one or more listing services at any time the property is marketed for lease and to change or terminate such listings;
- 5. authorize other ICM staff, their associates, and their clients to access the Property at reasonable times and to lend keys and disclose security codes to such persons to enter the Property;
- 6. duplicate keys and access devices to facilitate convenient and efficient showings of the property and to lease the Property;
- 7. verify information and references in rental applications from prospective tenants;
- 8. offer to pay a leasing agent from the compensation ICM receives under this agreement.
- 9. negotiate and execute leases on the Owner's behalf for the Property at market rates and on competitively reasonable terms for initial terms of not less than Minimum lease termsmonths and not more than Maximum lease termsmonths.
- 10. negotiate and execute any amendments, extensions, or renewals to any leases for the Property on Owner's behalf;
- 11. collect application fees from prospective tenants; and
- 12. perform other necessary services related to the leasing of the Property.

2.3 RECORD KEEPING

- 1. ICM will maintain accurate records related to the Property and retain such records for not less than 3 years;
- 2. file reports with the Internal Revenue Services which ICM may be required to file concerning funds received on behalf of the Owner under this agreement (for example, Form 1099);
- 3. send to Owner each (select one) a statement of receipts, disbursements, and charges; and
 - 1. □ Month
 - 2.

 Quarter

4. remit to Owner the funds collected by ICM for Owners under this Agreement, less authorized deductions: 2.

Quarterly ☐ as Owner may instruct from time to time. 2.4 SECURITY DEPOSITS 1. ICM will: 1. maintain security deposits received from tenants in the trust account described under Paragraph 2.1(2); and 2. in accordance with applicable law and the leases for the Property, account to the tenants for the security deposits, make lawful deductions from the security deposits, and return the security deposit balances to the tenants from the trust account. 2. After this agreement ends, ICM will deliver to Owner or the Owner's designee the security deposits held by ICM under leases of the Property, less deductions authorized by this agreement, and will send written notices to the tenants that state: 1. that this agreement has ended; 2. the contact information for the Owner or the Owner's designee; 3. that ICM is responsible for accounting for and returning the tenants security deposit. 3. If ICM complies with this Paragraph 2.4, Owner will indemnify ICM from any claim or loss from a tenant for the return of a security deposit. This Paragraph 2.4 survives termination of this agreement. 2.5 PERFORMANCE STANDARD ICM will: 1. use reasonable care when exercising ICM's authority and performing under this agreement; and 2. exercise discretion when performing under this agreement in a manner that ICM believes to be in Owners interest, provided that ICM will treat any tenant honestly and fairly. 2.6 DEDUCTIONS AND OFFSET ICM may disburse from any funds ICM holds on behalf of Owner: 1. any compensation due ICM under this agreement; any funds ICM is authorized to expend under this agreement; and any reimbursement ICM is entitled to receive under this agreement. 2.7 INSURANCE AND ATTORNEYS 1. ICM may not file a claim for a casualty loss with the carrier insuring the Property. ICM shall communicate with the carrier to facilitate the processing of any claim Owner may file or other matters that Owner instructs ICM to communicate to the carrier. 2. ICM may not directly or indirectly employ or pay a lawyer to represent Owner. ICM may communicate with Owner's attorney in accordance with Owner's instructions. By initialing below, you acknowledge and agree to the terms in Section 2. Initial Here 3. RELATIONSHIP 3.1 RELATIONSHIP OF THE PARTIES:

This agreement does not create a partnership or joint venture between the parties. ICM is an independent contractor.

3.2 CONTACTORS:

Owner agrees to:

- 1. leave all communication between contracted companies retained by ICM to ICM and its agents.
- 2. not seek to employ or otherwise retain contractors previously retained by ICM while under this agreement terms and for a period of six months following its termination.

3.3 LEGAL COMPLIANCE:

The parties will comply with all obligations, duties, and responsibilities under the Missouri/Kansas Property Codes, fair housing laws, and any other statute, administrative rule, ordinance, or restrictive covenant applicable to the use, leasing, management, or care of the Property.

3.4 RESERVES:

Upon execution of this agreement, Owner will deposit the following amount with ICM to be held in a trust account as a reserve for Owner: Reserve Amount (this amount may be taken out of rent funds received) ICM may, at ICM's discretion, use the reserve to pay any expense related to the management of the Property (including but not limited to ICM's fees). If the balance of the reserve becomes less than the amount stated, ICM may:

- 1. deduct an amount that will bring the balance to the amount stated from any subsequent rent received on behalf of Owner and deposit the amount into the reserve; or
- 2. notify Owner that Owner must promptly deposit additional funds with ICM to bring the balance to the amount stated.

X	
	Initial Here

3.5 ADVANCES:

Owner will, in advance, provide ICM with all funds necessary for the leasing and management of the property. ICM is not obligated to advance any money to Owner or to any other person but may do so at their discretion.

3.6 OWNER'S REPRESENTATIONS:

Owner represents that:

- 1. Owner has fee simple title to and peaceable possession of the Property and all its improvements and fixtures unless rented, and the legal capacity to lease the Property;
- 2. Owner is not bound by another agreement for the management of the Property that is or will be in effect during this agreement;
- 3. if ICM has the authority to lease the Property under Paragraph 1C, Owner is not bound by:
 - another agreement with another company for the lease of the Property that will be in effect during this agreement; or
 - 2. any agreement or covenant that prohibits Owner from leasing the Property;
- 4. Owner is not delinquent in the payment of any property taxes, owners' association fees, property insurance, mortgage, utilities, or any encumbrance on or affecting the Property;
- 5. the Property is not subject to the jurisdiction of any court; and
- 6. all information related to the Property that Owner provides to ICM is true and correct to the best of Owner's knowledge.

3.7 PROPERTY CONDITION:

Select (1) or (2) below:

- □ Except as stated below, in this agreement, or in any addendum, Owner is not aware of:
 - 1. any condition affecting the Property that materially affects the health or safety of an ordinary tenant;
 - 2. any environmental hazard on the Property; or
 - 3. any violation of any ordinance, statute, restriction, or law related to the Property.
- 2. Downer has completed a Property Condition Statement (ICM-1001) which is attached to this Agreement.



3.8 OWNER'S COOPERATION:

Owner agrees to:

- 1. cooperate with ICM to facilitate the management of the Property;
- 2. not deal with or negotiate with any tenant in the Property concerning any matter related to the management of the Property but refer all such dealings to ICM;
- 3. not enter into a management agreement with another company for the management of the Property to become effective during this agreement;
- 4. provide ICM with copies of any existing leases or rental agreements related to the Property;
- 5. provide ICM with keys and access devices to the Property;
- 6. provide ICM with copies of all warranties related to the Property or any item in the Property;
- 7. complete any disclosures or notices required by law or a lease of the Property in a timely manner;
- 8. amend applicable notices and disclosures if a material change occurs during this agreement; and
- 9. notify ICM if Owner becomes delinquent in the payment of:
 - 1. any mortgages or other encumbrance secured by the Property;
 - 2. property taxes;
 - 3. property insurance; or
 - owners' association fees.

If ICM has the authority to lease the Property under Paragraph 1.1(2),1.1(3), Owner further agrees to:

- 1. cooperate with ICM to facilitate the showing, marketing, and lease of the Property;
- 2. not rent or lease the Property to anyone without ICM's prior written approval;
- 3. not negotiate with any prospective tenant who might contact Owner directly, but refer all prospective tenants to ICM;
- 4. not deal with or negotiate with any tenant in the Property concerning any matter related to the leasing of the Property but refer all such dealings to ICM; and
- 5. not enter into a listing agreement with another company for the rental or leasing of the Property to become effective during this agreement.
- 6. tender to ICM any security deposits paid by an existing tenant in the Property unless designating to retain and maintain said deposits for the entirety of the lease, and facilitate the return or charges applied towards security deposit balance upon lease end, as designated below.

1	\Box	Owner will	retain and	manage	security	denosits
1.	$\overline{}$	OWITEL WIII	Tetani anu	manage	Security	ueposiis.

ICM shall retain and manage	ge security deposits.
---	-----------------------

By initialing below, you acknowledge and agree to the terms in Section 3.

X	
Initial Here	

4. FINANCIAL LIABILITIES

4.1 INSURANCE:

- 1. At all times during this agreement, Owner must maintain in effect:
 - 1. a public liability insurance policy that names ICM as a co-insured or additional insured and covers losses related to the Property in an amount of not less than the Properties assessed value on an occurrence basis; and
 - 2. an insurance policy for the Property in an amount equal to the reasonable replacement cost of the Property's improvements and that contains endorsements that contemplate the leasing of the Property with vacancies between lease terms.
 - 3. rental replacement insurance in an amount not less than the annual expected rentals of the Property.
- 2. Not later than the 15th day after the Commencement Date, Owner must deliver to ICM copies of certificates of insurance evidencing the coverage required under Paragraph 4.1(1). If the coverage changes at any time during this agreement, Owner must deliver to ICM

a copy of the insurance certificate evidencing the change not later than 10 days after the change.

- 3. If Owner fails to comply with Paragraphs 4.1(1) or 4.1(2), ICM may:
- 4. purchase insurance that will provide ICM the same coverage as the required insurance under Paragraph 4.1(1) and Owner must promptly reimburse ICM for such expense; or
- 5. exercise ICM's remedies under Paragraph 17.
- 6. Owner will comply with all requirements of the insurance policies obtained in compliance with Paragraph 4.1(1).

X	
Initial Here	

4.2 ICM'S FEES

All fees to ICM under this agreement are payable in Jackson County, Missouri. This Paragraph 4.2 survives termination of this agreement with regard to fees earned during this agreement which are not payable until after its termination. ICM may deduct any fees under Paragraph 4.2 from any funds ICM holds in trust for Owner. If more than one property or unit is made part of and subject to this agreement, each of the provisions below will apply to each property or unit separately.

- 1.

 OnBoarding Fees: Owner will pay ICM a one-time onboarding fee, fee structure as selected below.:
 - 1. □ \$Onboarding Fee Single per unit or else:
 - 2. \square \$Onboarding Fee Multi per unit (minimum of 4 units Multi-Family).
- 2.
 Management Fees: Each month Owner will pay ICM the greater of \$75.00 (minimum management fee) or:

 - 2.

 A vacancy in the Property or failure by the tenant to pay rent does not excuse payment of the minimum management fee. Management fees under this Paragraph 4.2(2) are earned daily and are payable not later than the last day of each month, or subsequently charged as part of monthly operating expenses.
- 3. Leasing Fees for New Tenancies: Each time the Property is leased to a new tenant, Owner will pay ICM a leasing fee equal to:
 - 1. Leasing Fee percent% of one full month's rent as defined under the lease.
 - 2. The leasing fees under this Paragraph 4.2C are earned and payable at the time the lease is executed.
- 4.

 Renewal or Extension Fees: Each time a tenant in the Property renews or extends a lease, Owner will pay ICM a renewal or extension fee equal to:
 - 1. Renewal Fee percent% of one month's renewed rental amount as defined by the renewal agreement.
 - 2. The renewal or extension fees under Paragraph 4.2(4) are earned at the time the renewal or lease is executed by the parties to the lease and are payable at the time the renewal or extension is effective. For the purposes of this paragraph, a new lease for the same Property with the same tenant occupying the Property is an extension or renewal. This Paragraph 4.2(4) does not apply to Month-to-month renewals or Month-to-month extensions.
- 5. ☐ Fees in the Event of a Sale: Fee if a Tenant purchases property: If at any time during this agreement or within 30 days after it ends, Owner sells the Property to a tenant who occupied the Property during the term of this agreement, Owner will pay ICM a fee equal to:
 - 1. Sale Price percent% of the sales price.
 - 2. Fees under this Paragraph 4.2(5) are earned at the time Owner agrees to sell the Property and are payable at the time the sale closes.
- 6. Sales Coordination Fees: If at any time during this agreement, Owner agrees to sell the Property and ICM is not paid a fee under Paragraph 4.2(5), Owner will pay ICM for ICM's time and services to coordinate showings, inspections, appraisals, repairs, and other related matters. Fees under Paragraph 4.2(6) are earned at the time such services are rendered and payable upon Owner's receipt of ICM's invoice.
- 7. Service Fees: Each time ICM arranges for the Property to be repaired, maintained, redecorated, or altered as permitted by this agreement, Owner will pay ICM a service fee equal to:
 - 1. \square Service Fee percent% of the total cost of each repair, maintenance, alteration, or redecoration.
 - 2. The service fees under this Paragraph 4.2(7) are earned at the time of repair, maintenance, redecoration, or alteration is made and are payable upon Owner's receipt of ICM's invoice.
 - 3. In the event of non-payment, or no direct invoice for work delivered to Owner by ICM, service fees and charges for repairs, maintenance, alteration, or redecorations will be taken from rent income received for the Property or else any reserve funds.
- 8. <u>Interest on Operating Accounts:</u> Any Operating account ICM maintains under this agreement may be an interest-bearing or income-producing account. ICM may retain any interest or income from such account as compensation under this agreement. ICM will remove

- any interest or income payable under this Paragraph 4.2(8) from the Operating account.
- 9. <u>Interest on Trust Accounts:</u> Any Trust Accounts, under Missouri real-estate law may not be interest-bearing or income-producing accounts. These accounts will not produce interest, as such no interest income will be earned nor paid to ICM or Owner.
- 10. Administrative Fees: If ICM collects administrative charges from tenants or prospective tenants, including but not limited to, application fees, returned check fees, late charges (unless noted below), NSF fees, or limited liability fees (as authorized under Paragraph 2.1), ICM will retain such fees as compensation under this agreement. The administrative fees under Paragraph 4.2(10) are earned and payable at the time ICM collects such fees.
 - 1. LATE FEE SPLIT: Fees earned from late fees collected shall be split with Property Owner 50/50, and are payable during Owner's regular payment schedule as outlined in Paragraph 2.3(4) of this agreement.
- 11. <u>Fees Related to Legal Proceedings:</u> If Owner requests or instructs ICM to appear in any legal proceeding or deposition related to the Property (including, but not limited to, evictions, tenant disputes, security deposit disputes, and suits for damages), Owner will pay ICM \$Legal Fees/hr for ICM's time expended in such matters and in preparation of such matters. Fees under this Paragraph 4.2(11) are earned at the time the services are rendered and payable upon Owner's receipt of ICM's invoice.

This Paragraph 4.2 and fees earned therein supersede the termination of this agreement.

X	
Initial Here	

4.3 EXPENSE REIMBURSEMENT:

Upon Owner's receipt of ICM's invoice, Owner will reimburse ICM the following expenses that are related to the leasing or management of the Property:

- 1. copy charges
- 2. charges for long-distance telephone calls or facsimile transmissions
- 3. regular, express, or certified mail charges
- 4. photos and video charges
- 5. reasonable travel expenses, including but not limited to mileage reimbursement (at the standard mileage rate published by the IRS)
- 6. parking expense and tolls, and
- 7. any other expenditures ICM is authorized to make under this agreement for Owner or that Owner otherwise authorizes ICM to make on Owners behalf.

4.4 FUNDS RECEIVED AFTER TERMINATION:

If ICM receives any funds on behalf of Owner after this agreement ends (for example, rent, damages, past due amounts, and others), ICM will deposit those funds in Owners Trust account created by ICM and will:

- 1. pay Post agreement servicing fees% of the funds received to ICM as compensation for services (for example, research, accounting, communicating, and processing) rendered at that time; and
- 2. pay the balance of the funds to Owner.

This provision survives termination of this agreement.

4.5 RESERVED

This section is reserved for additional agreement terms.

Additional Financial agreement terms

4.6 FIXED RATE SALARY

This section outlines fees in addition to those specified in section 4.2.

- 1. In consideration of the scope and scale of management for the negotiated property or portfolio, ICM will assess an:
 - 1. □ Annual Salary in the amount of \$Annual Salary;
 - 1. \square Payable in Monthly payments of \$Monthly Salary, by the 15th of each month.
 - Payable in Quarterly payments of \$Quarterly Salary, by the 15th day of the first month of each quarter; January, April, July, and October.
 - 3.

 Payable in a Single payment of \$Single Salary, by the 15th day of the second month of management.

- 2. Done-time Salary in the amount of \$Single Salary, by the 15th day of the second month of management.
- 3. All salary fees are to be paid via Owner Portal, ACH, or Check.
- 4. Unless otherwise noted fees outlined in this section are in addition to those specified in section 4.2 and are earned upon the start of management service. These fees can be renegotiated or renewed per the terms of this agreement as outlined in section 1.3.

By initialing below, you acknowledge and agree to the terms in Section 4.



5. LIABILITY

5.1 LIABILITY AND INDEMNIFICATION:

- 1. ICM is not responsible or liable in any manner for personal injury to any person or for loss or damage to any person's real or personal property resulting from any act or omission not caused by ICM's negligence, including but not limited to injuries or damages caused by:
 - 1. other Agencies/Companies, their associates, inspectors, appraisers, and contractors who are authorized to access the Property;
 - 2. acts of third parties (for example, vandalism, theft, or other criminal acts);
 - 3. freezing or leaking water pipes;
 - 4. a dangerous condition or environmental condition on the Property; or
 - 5. the Property's non-compliance with any law or ordinance.
- 2. ICM is not responsible or liable in any manner for:
 - 1. any late fees or other charges Owner incurs to any creditor caused by late or insufficient payments by any tenants in the Property, delayed payments or processing times by third-party (bank, payment processor, application, or agency); or
 - 2. damages to Owner caused by a tenant's breach of a lease.
- 3. Owner agrees to protect, defend, indemnify, and hold ICM harmless from any damage, costs, attorney's fees, and expenses that:
 - 1. are caused by Owner, negligently or otherwise;
 - 2. arise from Owner's failure to disclose any material or relevant information about the Property;
 - 3. are caused by Owner giving incorrect information to any person; or
 - 4. are related to the management of the Property and are not caused by ICM, negligently or otherwise.
- 4. Owner is responsible and liable for all contracts and obligations related to the Property (for example, maintenance, service, repair, and utility agreements) entered into before or during this agreement by Owner or by ICM under ICM's authority under this agreement. Owner agrees to hold ICM harmless from all claims related to any such contracts.
- 5. ICM shall indemnify, defend and hold Owner harmless from and against all liabilities, costs, damages and expenses which Owner may incur (including, without limitation, reasonable attorney's fees and disbursements) as a result of ICM's
 - 1. breach of this Agreement or
 - 2. act or omission that constitutes a negligent act in the performance of its duties pursuant to this Agreement.

5.2 DEFAULT

A party is in default of this agreement if the party fails to cure a breach or any violation of this agreement within 10 days after receipt of written demand to cure the breach from the other party. If either party is in default, the non-defaulting party may:

- 1. terminate this agreement by providing at least 10 days' written notice;
- 2. recover all amounts due to the non-defaulting party under this agreement;
- 3. recover reasonable collection costs and attorney's fees; and
- 4. exercise any other remedy available at law.

ICM is also entitled to recover any compensation ICM would have been entitled to receive if Owner did not breach this agreement.

5.3 MEDIATION

The parties agree to negotiate in good faith in an effort to resolve any dispute related to this agreement that may arise between the parties. If the dispute cannot be resolved by negotiation, the dispute will be submitted to mediation. The parties to the dispute will choose a mutually

acceptable mediator and will share the cost of mediation equally.

5.4 ATTORNEY FEES

If Owner or ICM is a prevailing party in any legal proceeding brought as a result of a dispute under this agreement or any transaction related to or contemplated by this agreement, such party will be entitled to recover from the non-prevailing party all costs of such proceeding and reasonable attorney's fees.

5.5 SPECIAL PROVISIONS:

This space is reserved for special agreement provisions. Provisions made in this Paragraph 5.5 supersede any conflicting provisions in the remainder of this Agreement and survive termination of this agreement.

Special Provisions

By initialing below, you acknowledge and agree to the terms in Section 5.



6. Conclusion

6.1 ADDENDUMS

incorporated into this agreement are the following addenda, exhibits, and other information:		
□ Information About ICM's Services (ICM-1010) □ Multiple Property Addendum (ICM-1004)		
☐ Addendum for Authorization to Act for Owner before Owner's Association (ICM-1005)		
☐ Copy of Rules and Regulations of an Owners Association		
□ Copy of Owners Association Bylaws and Deed Restrictions affecting the Property		
□ Copy of Listing Agreement		
☐ Capital Improvements Scope and Invoices		
□ Property Condition Statement (ICM-1001)		
\square W- $\hat{9}$		
☐ Direct Deposit Authorization form (ICM-1100)		
•		

6.2 AGREEMENT OF PARTIES

- 1. Entire Agreement: This document contains the entire agreement of the parties and may not be changed except by written agreement.
- 2. Assignments: Neither party may assign this agreement without the written notice of the other party.
- 3. Binding Effect: Owner's obligation to pay ICM an earned fee is binding upon Owner and Owner's heirs, administrators, executors, successors, and permitted assignees.
- 4. Joint and Several: All Owners executing this agreement are jointly and severally liable for the performance of all its terms. Any act or notice to, refund to, or signature of, any one or more of the Owners regarding any term of this agreement, its extension, its renewal, or its termination is binding on all Owners executing this agreement.
- 5. Severability: If a court finds any clause in this agreement invalid or unenforceable, the remainder of this agreement will not be affected and all other provisions of this agreement will remain valid and enforceable.
- 6. Context: When the context requires, singular nouns and pronouns include the plural.
- 7. Notices: Notices between the parties must be in writing or effective when sent to the receiving party's address, fax, or email address specified in Paragraph 1.

6.3 INFORMATION:

- 1. Management fees or the sharing of fees between Property Managers are not fixed, controlled, recommended, suggested, or maintained by the Association of REALTORS or any listing service.
- 2. The Property must be shown and made available to all persons without regard to race, color, religion, national origin, sex, disability, or familial status. Local ordinances and the National Association of REALTORS Code of Ethics may provide for additional protected

3.	classes (for example; creed, status as a student, marital status, sexual orientation, or age). ICM cannot give legal advice. READ THIS AGREEMENT CAREFULLY. If you do not understand the effects of this agreement, consult with a licensed attorney BEFORE signing.
×	
	Owner
	Date Signed
×	Agent/Broker

Date Signed