

PROPERTY ADDRESS: _____

SECURITY DEPOSIT: \$ _____

1ST MONTH'S RENT: \$ _____

TOTAL MOVE-IN \$ _____

LESSEE TO SUBMIT THREE SEPARATE CASHIER'S CHECKS AS FOLLOWS:

COMMISSION FOR LISTING OFFICE \$ _____ PAYABLE TO: _____

COMMISSION FOR LEASING OFFICE \$ _____ PAYABLE TO: _____

BALANCE DUE TO LESSOR \$ _____ PAYABLE TO: _____

THE TOTAL AMOUNT DUE TO SELLER MUST EQUAL THE TOTAL MOVE-IN LESS THE LISTING AND SELLING OFFICES COMMISSION

LESSOR AND LESSEE UNDERSTAND AND AGREE THAT KELLER WILLIAMS REALTY AND ITS AGENTS ARE **NOT** PROPERTY MANAGERS AND SHALL NOT ACT AS PROPERTY MANAGERS. LESSOR AND LESSEE FURTHER UNDERSTAND AND AGREE THAT THE LESSOR IS THE EXCLUSIVE PROPERTY MANAGER FOR THE PROPERTY AND ALL CORRESPONDENCE, COMPLAINTS, DISCUSSIONS, AND REPAIRS SHALL BE COORDINATED DIRECTLY WITH THE LESSOR.

THE DUTIES OF KELLER WILLIAMS EXCLUSIVE PROPERTIES SHALL BE LIMITED TO:

1. FINDING PROSPECTIVE TENANTS
2. SECURING RENTAL APPLICATIONS AND CREDIT REPORTS FROM PROSPECTIVE TENANTS
3. DISCUSSING AND SUPPLYING ALL REPORTS TO HOUSING PROVIDER.

CHOICE OF TENANT SHALL BE AT THE HOUSING PROVIDER'S SOLE DISCRETION AND RISK AS KELLER WILLIAMS EXCLUSIVE PROPERTIES DOES NOT (AND CANNOT) WARRANT THE PERFORMANCE OF TENANT.

LESSEE AGREES TO THE FOLLOWING:

1. MAKE ALL MONTHLY PAYMENTS DIRECTY TO THE LESSOR.
2. MAKE ALL INQUIRIES DIRECTLY TO THE LESSOR.
3. REPORT ANY PROBLEMS OR CONCERNS TO THE LESSOR
4. LESSEE AGREES TO COORDINATE ALL REPAIRS WITH HOUSING PROVIDER.

LESSOR/HOUSING PROVIDER: _____ DATE: _____

LESSOR/HOUSING PROVIDER: _____ DATE: _____

LESSEE/TENANT: _____ DATE: _____

LESSEE/TENANT: _____ DATE: _____