

In addition to the services provided directly by your REALTOR®, EQUITY REAL ESTATE® delivers technology and services that better facilitate a smooth transaction for you, the client, during and after the sale or purchase of real estate property. As these items cover client specific services that extend beyond those which your REALTOR® is providing, an additional Brokerage Administrative Fee of \$199 will be collected from you.

These additional systems and services include but are not limited to the following items.

- 1. Transaction Document Management and Disaster Recovery: EQUITY REAL ESTATE® strives to provide the safest and most secure systems for your transaction files.
- 2. Transaction Processing Technology: To help facilitate ease for our clients, EQUITY REAL ESTATE® has built and maintains a virtual backend system to handle all transaction details.
- 3. Funds Processing and Distribution: EQUITY REAL ESTATE® has developed and utilizes systems to safely and properly manage funds pertaining to the transaction.

This \$199.00 fee will be collected from you at closing and reflected as a line-item charge on your final Settlement Statements. This fee is not associated with your REALTOR®'s sales commission.

We value you as our client and appreciate you trusting EQUITY REAL ESTATE® with your real estate transaction.

Sincerely,

EQUITY REAL ESTATE®

Client(s) Printed Name(s)

Client(s) Signature and Date

(I agree to pay the Brokerage Administrative Fee for this transaction.)

Notes:

