

All Side Realty

Texas Licensed Real Estate Company

13284 Pond Spring Rd Ste 405, Austin, TX 78729

(512) 377-6580, Email: broker@aaxylc.com

11/20/2015

Notice to Agent

Dear agent,

Starting 1/1/2016, All Side Realty will collect from every agent an annual administrative fee of \$100. Exemption will be applied if an agent:

1. Join All Side Realty after Jan. 1st of previous year.
2. Has closed at least one buy/sale transaction in the previous year.
3. Has referred at least two closed buy/sale/mortgage transactions in the previous year.
4. Has closed at least two leasing transactions in the previous year
5. Has referral 2 property management or 4 leasing transactions.

All Agent are required to send all official business related document to broker in 5 days of the document exist. When broker auditing find agent did not report a transaction with sending docs, broker charge \$50 admin fee plus normal commission. Please aware fail transactions still need to be reported to broker when you do have any agreement signed. Like listing without sale, buy contract without close. You'd better write your own brief description about the transaction.

If you do not have any exemption, please submit the annual administrative fee to All Side Realty on or before Jan 31st of each year, starting 2016. Should you have any questions, please contact me at (512)785-3841 or Jwu@aaxylc.com

Thank you,

James Wu
Owner/Broker
All Side Realty