Administrative documents

This page is a repository for the documents that the firm uses to administer aspects of its business.

Client-facing documents

Payment

- Credit card authorization form (fillable)
- Credit card authorization form (editable)

Financial

- Transaction trust information (DOCX)
- Transaction trust information (PDF)
- Fees trust instructions (DOCX)
- Fees trust instructions (PDF)

Fee schedules

- Real estate transactions

Professional-facing documents

ID Verification

- Agent verification agreement

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