



RENTAL APPLICATION

(For Use in Washington, DC)

Applicant's Name: LaToya S Thompson and, if applicable,
Co-Applicant's Name: _____ ("the Applicant")
Application is made to lease property located at _____ for
monthly rental of \$ _____ Security Deposit: \$ _____
Lease Term: _____ Move-in Date: _____ Move-out Date: _____

A deposit in the amount of \$ _____ (the "Deposit") is to be held by Landlord/Agent with the clear understanding that this Application, including each prospective occupant, is subject to approval and acceptance by owner or his duly authorized property manager. The Applicant has no leasehold interests in the rental property until there is a fully executed lease. In the case of payment by check, the words "Deposit" shall be placed on the check.

Additionally, an Application fee of \$ _____ ("the Application Fee") is to be used by the Landlord/Agent for the credit/consumer check and processing the application with the understanding that this application, including each prospective occupant is subject to Landlord's approval and acceptance. Should the actual cost expended for a credit check or other expenses arising out the Application exceed the amount of the Application fee, a portion of the Deposit shall be applied to pay such excess cost. When so approved and accepted, Applicant agrees to execute a lease and to pay any balance due on the security deposit and/or the first month's rent (as required by Landlord) within three (3) business days after being notified of acceptance and before possession is given.

SPECIAL LEASE REQUIREMENTS: Military/Diplomatic Clause: ☐ Yes ☐ No

Contingencies/Special Equipment: _____

OCCUPANTS: The premises are to be occupied only by the following # of occupants:

Total Number of Occupants: 4

Name: Self Age: 41
Name: Tiaundra Thompson Age: 23
Name: Tia Shaudra Thompson Age: 20
Name: Marika Thompson Age: 3

Pets: ☐ Dog: Breed: _____ Weight: _____ Total Number of Dogs: _____
☐ Cat Total Number of Cats: _____ ☐ Other: _____ How many pets total? _____

AUTOMOBILES, MOTORCYCLES, TRUCKS, BOATS, AND TRAILERS:

Total Number of Vehicles: 2

Type/Make: Toyota Camry Year: 2014 Tag #: 9CS2249 State: MD
Type/Make: Toyota Corolla Year: 1999 Tag #: FT 4117 State: DC

Are any of the above commercial vehicles? If so, which ones? _____

All motor vehicles or trailers shall have current licenses and may be parked **ONLY** in garages, driveways, if provided, on the street (not in fire lanes or on the lawn), **OR AS REQUIRED BY THE CONDOMINIUM OR HOMEOWNER'S ASSOCIATION.**

In compliance with federal fair housing regulations, the Property shall be made available to all persons without regard to race, color, religion, national origin, sex, physical or mental handicaps, familial status or any additional protected classes specified by State of Maryland, District of Columbia or local jurisdiction law.

For Office Use Only: Date _____

Application Received by Agent/Broker: _____

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Please Print Legibly:

Applicant's Name:

Birth Date:

SS#:

Driver's License # or Government-Issued ID #:

State:

Home Phone:

Temporary Local # (if applicable):

Office

Phone:

Mobile Phone:

E-mail Address:

E-mail Address:

Current Address:

Street

City

State

Zip

☐ Own ☒ Rent

Years:

Rent/Mortgage Payments: \$

Present Landlord/Agent:

Phone:

Reason for moving:

Have you ever paid late? ☐ Yes ☒ No If yes, Explain

Have you ever been evicted? ☐ Yes ☒ No If yes, Explain

List all previous addresses for the last five years including period of stay in each and the name and telephone number of Landlord/Agent from whom you rented. (Use additional sheet if needed.)

Previous Address:

Street

City

State

Zip

Landlord/Agent's Name:

Phone:

From (Date):

To:

Monthly Rent: \$

Previous Address:

Street

City

State

Zip

Landlord/Agent's Name:

Phone:

From (Date):

To:

Monthly Rent: \$

Current Employer:

Position:

How Long

Address:

Street

City

State

Zip

Supervisor:

Supervisor's Phone:

CURRENT GROSS ANNUAL INCOME:

Base Pay: \$

Overtime: \$

Bonuses: \$

Commissions: \$

Dividends: \$

Other: \$

TOTAL: \$

If employed less than one year with current employer, give previous employment information:

Previous Employer:

Position:

How Long:

Gross Income: \$

Address:

Street

City

State

Zip

Supervisor:

Supervisor's Phone:

IF EMPLOYER REFUSES to verify applicant's employment by phone, it shall become the responsibility of the applicant to provide immediate written confirmation of such information. If applicant is self-employed, attach copies for past two years of individual US tax form 1040 and self-employment US tax schedule C.

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Please Print Legibly:

Co-Applicant's Name: _____

Birth Date: _____ SS#: _____

Driver's License # or Government-Issued ID #: _____ State: _____

Home Phone: _____ Temporary Local # (if applicable): _____ Office Phone: _____

Mobile Phone: _____

E-mail Address: _____ E-mail Address: _____

Current Address: _____

Street City State Zip

☐ Own ☐ Rent Years: _____ Rent/Mortgage Payments: \$ _____

Present Landlord/Agent: _____ Phone: _____

Reason for moving: _____

Have you ever paid late? ☐ Yes ☐ No If yes, Explain _____

Have you ever been evicted? ☐ Yes ☐ No If yes, Explain _____

List all previous addresses for the last five years including period of stay in each and the name and telephone number of Landlord/Agent from whom you rented. (Use additional sheet if needed).

Previous Address: _____

Street City State Zip

Landlord/Agent's Name: _____ Phone: _____

From (Date): _____ To: _____ Monthly Rent: \$ _____

Previous Address: _____

Street City State Zip

Landlord/Agent's Name: _____ Phone: _____

From (Date): _____ To: _____ Monthly Rent: \$ _____

Current Employer: _____

Position: _____ How Long _____

Address: _____

Street City State Zip

Supervisor: _____ Supervisor's Phone: _____

CURRENT GROSS ANNUAL INCOME:

Base Pay: \$ _____

Overtime: \$ _____

Bonuses: \$ _____

Commissions: \$ _____

Dividends: \$ _____

Other: \$ _____

TOTAL: \$ _____

If employed less than one year with current employer, give previous employment information:

Previous Employer: _____

Position: _____ How Long: _____ Gross Income: \$ _____

Address: _____

Street City State Zip

Supervisor: _____ Supervisor's Phone: _____

IF EMPLOYER REFUSES to verify applicant's employment by phone, it shall become the responsibility of the applicant to provide immediate written confirmation of such information. If applicant is self-employed, attach copies for past two years of individual US tax form 1040 and self-employment US tax schedule C.

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APPLICANT / CO-APPLICANT:**HOUSING ASSISTANCE PROGRAM:**Are you participating in a Housing Assistance Program? ☒ Yes ☐ No If yes, please complete info below:Jurisdiction: DC /Amount: \$ 2250 /

Attach appropriate documentation.

ASSETS:

Checking Account: \$ / Bank: /

Savings Account: \$ / Bank: /

Credit Union: \$ / Name: /

Other Assets: \$ / (Specify) /

TOTAL: \$ /

LIABILITIES: (Auto Loans, Mortgages, Credit Cards, Bank Loans, Installment Loans, Student Loans, Child Support, Alimony etc.)

Creditor	Total Due	Monthly Terms
/	\$ /	\$ /
/	\$ /	\$ /
/	\$ /	\$ /
/	\$ /	\$ /
/	\$ /	\$ /
/	\$ /	\$ /
/	\$ /	\$ /
TOTAL:	\$ /	\$ /

Have you ever filed for bankruptcy? ☐ Yes ☒ No If yes, Discharge Date: _____Do you have a suit for judgments against you? ☐ Yes ☒ NoAre you obligated to pay ☐ or receive ☐ child support or pay ☐ or receive ☐ alimony?

If so, indicate monthly payment: \$ _____

APPLICANT: Citizen of (Country): Yes Passport#: _____Emergency Contact: Denise Stewart Brown Relationship: AuntAddress: 110 Q Street NW Phone: 202-387-7438

CO-APPLICANT: Citizen of (Country): _____ Passport#: _____

Emergency Contact: _____ Relationship: _____

Address: _____ Phone: _____

LOCAL REFERENCES:Name: Mark P. Phillips Relationship: Ex-employerAddress: _____ Phone: 202-297-8719Name: Lashia Kennedy Relationship: Close Family FriendAddress: _____ Phone: 202-455-1323

THE FOLLOWING DISCLOSURES ARE REQUIRED BY THE DISTRICT OF COLUMBIA:

1. The housing accommodation is rent-controlled exempt from rent control.
2. A copy of the current business license is attached.
3. The undersigned acknowledge(s) having been shown (b) the Registration/Claim of Exemption form and having been offered a copy of the form for the undersigned.
4. The housing accommodation is registered as – (check as applicable) condominium cooperative is converting
to a condominium or cooperative or non-housing use.
5. The owner of the housing accommodation is _____ ☐ _____ ☐ _____ ☐
6. The amount of the non-refundable application fee is \$ _____. The amount of the initial security deposit is \$ _____. The amount of the security deposit cannot exceed the first full-month of rent. For any tenancy of twelve months or longer, interest on the security deposit shall accrue at the passbook rate prevailing in the DC financial institution in which the funds are held, which rate is re-set every six months (1st of January and 1st of July). Within forty five days after the termination of the tenancy, the housing provider will either (a) return the security deposit plus any interest to the tenant or (b) notify the tenant of the intent to withhold the deposit for defraying expenses incurred pursuant to the lease. If the housing provider intends to withhold the deposit, then within thirty days after notice to that effect the housing provider will give the tenant an itemized statement of the expenses to which the deposit was applied and refund any remaining balance to the tenant.
7. The applicable rent for the unit at the date of this disclosure is \$ _____.
8. The undersigned acknowledge(s) having been shown all Housing Violation Notices issued by the Department of Consumer and Regulatory Affairs within the last twelve months and any Notices issued earlier but still outstanding, and having been offered copies.
9. The following petitions or proceedings are pending that could affect the rental unit, whether the rent charged, the services and facilities provided or other matters: Case Number _____ Type of Petition/Proceeding _____
10. The following surcharges (rent increases that will subsequently be rescinded) are in effect for the rental unit:

Case Number	Type of Surcharge	Amount of Surcharge	Date of Rescission
11. Except for a rent increase upon vacancy, the rent charged a rental unit under rent control may be increased no more frequently than once every twelve months.
12. The undersigned acknowledge(s) having been shown the most recent Notice of Change Form filed pursuant to section 205(g)(1)(C) of the Act, relating to change of ownership, management, or services and facilities, and having been offered a copy.
13. The undersigned acknowledge(s) receipt of a pamphlet published by the Rent Administrator explaining the Act and any regulations under the Act as they relate to implementation of rent increases and petitions permitted to be filed by housing providers and tenants.
14. DC's Fair Criminal Record Screening for Housing Act of 2016 prevents unlawful screening of a housing applicant's criminal background. All information on requirements, including model forms, available at <https://ohr.dc.gov/page/returningcitizens/housing>.

The undersigned acknowledge(s) receipt of this disclosure form, the attachment and the pamphlet published by the Rent Administrator (<http://newsroom.dc.gov/file.aspx/release/9439/Rent%20Control%208.04.06.pdf>). The undersigned acknowledge(s) having been shown the other documents, having been offered copies of those documents and having received any copies of documents requested by the undersigned as set forth above.

Initials: _____ / _____

ELECTRONIC SIGNATURES: In accordance with the Uniform Electronic Transactions Act (UETA) and the Electronic Signatures in Global and National Commerce Act, or E-Sign (the Act), and other applicable local or state legislation regarding Electronic Signatures and Transactions, the applicant(s) do hereby expressly authorize and agree to the use of electronic signatures as an additional method of signing and/or initialing this application and /or any future contracts or addenda. The applicants hereby agree that either party may sign electronically by utilizing a digital signature service.

Applicant: L. Thompson 8/1/18 Co-applicant: _____

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AUTHORIZATION TO RELEASE INFORMATION:

The undersigned applicant affirms under the penalties of perjury that I have read and understand pages 1 through 6 of this application and that my answers to the questions on this application are true and correct to the best of my personal knowledge, information and belief and that I have not knowingly withheld any fact or circumstance which would, if disclosed, affect my application unfavorably.

Upon demand made by Listing Broker/Landlord, at any time during the applicant's tenancy or thereafter, Listing Broker/Landlord is hereby authorized to release any information contained in this application to any consumer reporting agency, credit bureau, or other investigative agencies.

The Applicant hereby authorizes Listing Broker/Landlord to order and obtain a credit/consumer report. I hereby authorize the owner or owner's agent to whom this Application is made and any credit bureau or other investigative agency used by such owner or owner's agent to investigate and to report and disclose to the owner and the owner's agent the results of the references herein listed, statements and other data obtained from me or from any other person pertaining to my credit, employment, rent history and financial responsibility. In the event the Listing Broker is acting on behalf of the Landlord, another broker or other party directly or indirectly affected by said transaction, the applicant hereby authorizes the Listing Broker to forward and disclose all or any portion of the information contained in the credit/consumer report to the Landlord, another Broker or other party directly or indirectly involved. The applicant hereby releases Listing Broker/Landlord from any liability whatever for rejection of this application due to credit information or any other reason." After this application has been processed, the Landlord/Owner may be contacted for final approval. Applicant will be contacted when approval is received or denied.

I understand that this APPLICATION DOES NOT CONSTITUTE A COMMITMENT to lease or rent and that a WRITTEN LEASE WILL BE PREPARED if my application is approved. I further understand that the lease MUST BE SIGNED BY BOTH THE LANDLORD AND/OR ITS AGENT AND MYSELF TO BE VALID.

PRINTNAME: Lashayna S Thompson

APPLICANT SIGNATURE: [Signature] Date: August 1, 2018

PRINTNAME: _____

CO-APPLICANT SIGNATURE: _____ Date: _____

Date: 8-1-18 Check: \$ _____ Cash: \$ _____

Leasing Broker: Taylor Properties Broker Code: _____

Address: 175 Admiral Cochrane Drive Phone: _____

Leasing Agent: Kathy Henderson Phone: _____

License #/State: 1 MRIS# _____

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Consent for Dual Representation and Designated Representation in the District of Columbia
(To be attached to all listing agreements and buyer or tenant brokerage agreements
for transactions in the District of Columbia.)

"Designated Representation" occurs when the Seller or Landlord has entered into a listing agreement with a licensee and the Buyer or Tenant has entered into a buyer brokerage agreement with a different licensee affiliated with the same firm. Each of the licensees, known as Designated Representatives, represents fully the interest of his/her individual clients. The Supervising Broker is a Dual Representative of both the Buyer and Seller, and must not disclose information obtained in confidence to other parties in the transaction.

- If the Seller or Landlord does not consent to Designated Representation, the property may not be shown by any licensees affiliated with the brokerage firm that have entered into a representation agreement with a prospective Buyer or Tenant.
 - If the Buyer or Tenant does not consent to Designated Agency, the Buyer or Tenant may not be shown any properties listed by other licensees affiliated with the brokerage firm.
- Prior to entering into a contract in which the buyer and seller are represented by Designated Representatives, the relationship of both Designated Agents must be disclosed/confirmed in writing.

"Dual Representation" occurs when Seller or Landlord has entered into a listing agreement with a licensee and the Buyer or Tenant has entered into a buyer brokerage agreement with the same licensee. When the parties agree to dual representation, the ability of the licensee and the brokerage firm to represent either party fully and exclusively is limited. The confidentiality of all clients shall be maintained.

- If the Seller or Landlord does not consent to Dual Representation, the property may not be shown by the licensee to any prospective Buyers or Tenants that have entered into a buyer brokerage agreement with the licensee.
- If the Buyer or Tenant does not consent to Dual Agency, the licensee may not show any properties listed by the licensee.
- Prior to entering into a contract in which the buyer and seller are represented by Dual Agency, this relationship must be disclosed/confirmed in writing.

☒ I (We) consent to **Designated Representation**, acknowledging the broker/firm Taylor Properties, may represent both the seller(s) and buyer(s) or landlords and tenants, and the sales associate, Kathy Henderson, license # SP98369192 as the Designated Representative for the party indicated below:

☐ Sellers(s) or ☐ Buyer(s)

☐ Landlord(s) or ☒ Tenant(s)

☐ I (We) do not consent to **Designated Representation**

☐ I (We) consent to **Dual Representation**, acknowledging the broker/firm _____, and the sales associate,

_____, license # _____ may represent both the seller(s) and buyer(s) (or landlord(s) and tenant(s)), as the **Dual Representatives** for the both parties indicated below:

☐ Sellers(s) and Buyer(s)

☐ Landlord(s) and Tenant(s)

☐ I (We) do not consent to **Dual Representation**

Signed _____

Date 8/11/18

Signed _____

Date _____

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Buyer Agency Agreement for Maryland and Washington, DC

This Agreement ("Agreement") is made on 7-1-18 between LaJoyina Thompson ("Buyer") and Taylor Properties ("Broker") which assigns Kathy Henderson as Agent of the Broker ("Agent"). In consideration of services provided, the Broker is hereby granted the right to represent the Buyer in the purchase, option, or exchange of real property or cooperative units (the "Property").

1. PURPOSE: This agreement ("Agreement") establishes

- 1) a **brokerage relationship** ("Brokerage Relationship"), an agency relationship between Buyer and Broker, and
- 2) a **contractual obligation** ("Contractual Obligation") between Buyer and Broker, in which the Broker has the exclusive right to represent Buyer under the terms and conditions set forth herein.

2. BROKER RESPONSIBILITIES: Agent and Broker agree to: 1) Use professional knowledge and skills to locate and present real property, which is available for purchase and suitable for the Buyer's needs. 2) Assist Buyer through the process of property acquisition. 3) Represent the interests of the Buyer in all negotiations and transactions regarding the acquisition of real property, notwithstanding the fact Agent may receive compensation from other parties.

3. BUYER RESPONSIBILITIES: Buyer will work exclusively with Broker during the term of this Agreement, and will contact Agent first with any questions or showing requests about Properties, and not the Seller or any other agent. At open houses, Buyer agrees to notify the party representing the seller of this Agreement. For new home builders and new home open houses, Buyer agrees to make any first visit to any new home builder's model only while accompanied by Agent. Buyer will furnish Broker with necessary financial and personal information to reasonably establish Buyer's ability to purchase property and authorizes the release of such information to the Seller and Seller's Broker.

4. BROKER COMPENSATION:

- A. **Commission:** Buyer agrees that Broker shall receive a broker's fee ("Commission") of ☐ _____ % of the sale price OR ☒ \$ _____ at the Settlement of any Property contracted to be purchased during the term of this Agreement, no matter who locates the property, even if located entirely by Buyer. In most cases, the Seller pays Commission. Broker is authorized to receive all Commission offered, and such payment shall be made with the Seller's and Buyer's prior knowledge. In the event Seller does not pay the total of the Commission due, Buyer hereby agrees to pay the difference due to the Buyer's Broker, up to the full amount. Buyer also agrees to pay additional commission in the amount of \$ _____ at Settlement, regardless of any Seller payment of Commission. Buyer has paid an advance fee of \$ _____ to retain the services of Broker, which will be credited against the Commission due.
- B. **Protection Period:** Commission shall be paid to Broker if a Property is purchased by Buyer within _____ days after the termination of this Agreement (the "Protection Period"), unless Buyer enters into a new, valid Buyer Agency Agreement during the term of said Protection Period.
- C. **Amount of Commission Offered:** Commission paid by the Seller is generally indicated as follows: 1) in MRIS for any properties using that Multiple Listing Service ("MLS"), or 2) in an addendum to the purchase contract for new home construction, or properties unlisted in MRIS.
- D. **Payment of Commission:** Commission is due at Settlement, unless Buyer, after sales contract acceptance, fails to perform or is otherwise in default of the sales contract or executes a release to which the Broker is not a party of the sales contract after all contingencies thereunder have been removed. In such case, the Commission is due no later than the previously agreed Settlement date. If Buyer enters into a Contract with a Seller during the original term of this Agreement, and Seller subsequently defaults, then the original term of this Agreement is extended by the number of days property was under contract.

5. TERM: This Agreement commences when signed and expires at 11:59 p.m. on 12-31-18 ("Expiration Date"), unless extended in writing, or unless earlier terminated as herein provided. If a Contract of Sale is entered into by Buyer before Expiration Date, which provides for Settlement to occur after such Date, this Agreement shall be automatically extended until Settlement has occurred or until the Contract of Sale is released in writing by the parties.

6. **TERMINATION:**

- A. **Washington, DC:** This Agreement may be terminated prior to the Expiration Date only by mutual written consent by both parties.
- B. **Maryland:** 1). The Brokerage Relationship established by this Agreement may be terminated unilaterally by either party prior to the Expiration Date by either party Delivering _____ days advance Notice to the other. 2). Even if the Brokerage Relationship is terminated under the terms above, the Contractual Obligation shall remain in full force and effect, unless terminated by mutual written consent of all parties. In addition, the terms of paragraph 4.B ("Protection Period") shall survive even if this Agreement is terminated early.

7. **DISCLAIMER AND LIMITATIONS:** Buyer acknowledges that Broker is being retained solely as a real estate agent, and has been advised to seek professional advice for legal, tax, appraisal, home inspection, surveying, engineering and other matters. Buyer acknowledges that the Broker may represent other Buyers and that other potential Buyers may consider, make offers on, or purchase properties through Broker. Buyer consents to Broker's representation of other Buyers before, during, and after the expiration of this Agreement. Upon receipt by Broker of a ratified contract to purchase Property pursuant to this Buyer Agency Agreement, Broker shall have no further obligation hereunder to procure any subsequent Properties for Buyer. Buyer agrees that Broker may perform ministerial acts for the Seller. A ministerial act is a routine act that does not involve discretion or the exercise of the Broker's own judgment. Buyer acknowledges the possibility that Seller or Seller's representatives may not treat the existence, terms or conditions of the Buyer's offer as confidential information.

8. **GENERAL PROVISIONS:**

- A. **Laws and Regulations:** Buyer acknowledges that Broker must comply with federal, state and local laws and regulations. Buyer understands that, as a REALTOR[®], Broker must also adhere to the Code of Ethics promulgated by the NATIONAL ASSOCIATION OF REALTORS[®].
- B. **Delivery:** Delivery or Delivered means hand carried, sent by overnight delivery service, sent by wired or electronic medium which produces a tangible record of the transmission (such as a "fax", email which includes an attachment with an actual copy of the executed instruments being transmitted, or U.S. Postal mailing). In the event of overnight delivery service, Delivery will be deemed to have been made on the next business day following the sending, unless earlier receipt is acknowledged in writing. In the event of U.S. Postal mailing, Delivery will be deemed to have been made on the third business day following the mailing, unless earlier receipt is acknowledged in writing.
- C. **Notice:** This agreement shall be deemed enforceable when it and all addenda and any modifications thereto have been signed, initialed where required by Buyer and Broker (or Supervising Manager), and Delivered to the other party.
- D. **Paragraph Headings:** The Paragraph headings in this Agreement are for reference and convenience only, and do not define or limit the intent, rights or obligations of the parties.
- E. **Definitions:** The singular shall include the plural, the plural the singular, and the use of either gender shall include the other gender. The term "Seller" shall include "optioner" and "exchanger". The term "Buyer" shall include "optionee" and "exchange".

9. **INCLUSIONS, AGREEMENT AND RECEIPT:** This document and the attachments below contain the full and entire Agreement between Buyer and Broker and supersede any prior or contemporaneous agreements, if any, whether written or oral between the parties. Each acknowledges receipt of a copy of this Agreement. In accordance with Maryland and/or District of Columbia Law, included with this Agreement are:

Maryland:

- ☐ Consent For Dual Agency
☐ Notification of Dual Agency Within a Team

Washington, DC:

- ☒ Consent for Dual and Designated Representation

Dual Agency: In the event of dual agency, when either the Buyer or Broker declines to consent in writing to Dual Agency, either party may terminate this Agreement by written notice to the other party.

10. **ADDITIONAL PROVISIONS:** _____

Katya Thompson 8-1-18
Buyer Name & Signature Date

Katya Thompson 8/1/18
Buyer Name & Signature Date

Address: _____

Email: _____

Phone: _____

Taylor Properties
Broker Name & Signature Date

Kathy Henderson 8-1-18
Agent Name & Signature Date

Broker Firm Name: Taylor Properties

Broker Address: 175 Admiral Cochran Dr

Broker Phone: _____