



# UNITED Realty Group

## FEE SHEET | 100% Commission

### RESIDENTIAL SALES

Fees are charged per side represented.

\$399 Transaction Fee  
\$18 E&O Insurance

### AGENT REFERRALS

Transaction Fee Only.

10% of Commission  
\$399 Maximum

### RESIDENTIAL RENTALS

**Commissions**  
**\$0 - \$1,000**

\$100 Transaction Fee  
\$18 E&O Insurance

*Fees are charged per side represented.*

**Commissions**  
**\$1,001 - \$3,990**

10% Transaction Fee  
\$18 E&O Insurance

*Fees are charged per side represented.*

**Commissions**  
**\$3,991+**

\$399 Transaction Fee  
\$18 E&O Insurance

*Fees are charged per side represented.*



### COMMERCIAL

Sales & Leases

**Commissions**  
**UP TO \$50K**

\$399 Transaction Fee  
\$100 E&O Insurance

*Per side represented*

**Commissions**  
**OVER \$50K**

\$399 Transaction Fee  
\$100 E&O Insurance  
5% over \$50K

*Per side represented*

# UNITED Realty Group

## APPLICATION Checklist

SUBMIT APPLICATION TO [Applications@URGFL.COM](mailto:Applications@URGFL.COM)

### Section 1 | TELL US ABOUT YOURSELF

Profile, Licensing, Production, Board, Certifications and Experience

### Section 2 | ALL ABOUT US

Policy and Procedure Manual and Independent Contractor Agreement

### Section 3 | FEDERAL, STATE AND LOCAL FORMS

W-9 Tax Form, DBPR RE 11 Form

\*Required\* Mentorship or Team Agreement and Agents that do not meet our production requirements.

### Section 4 | PAYMENT \$199 PROCESSING TRANSFER

ACH Authorization Form - Charged when Agent is accepted.

Cash, Money Orders, Personal and Cashier Checks also Accepted.

### Section 5 | OPTIONAL AGENT FORMS

Key Agreement, Mentor | Mentee Agreement, Team Agreement



Do Not Miss  
URG's AMAZING  
ONBOARDING!

Register: [WChambless@URGFL.com](mailto:WChambless@URGFL.com)

# AGENT APPLICATION

## 2026 REAL ESTATE AGENT APPLICATION



Last Name

Application Date

Current Broker

URG Branch Choice

[www.URGFL.com/office-locations](http://www.URGFL.com/office-locations) 

INSTRUCTIONS:

1. Complete Application
2. Attach a copy your Driver's License
3. Include \$199 Admin Processing.
4. Submit to [Applications@URGFL.com](mailto:Applications@URGFL.com)

NOTICE

Agents that are accepted agree to receive recurring messages from United Realty Group Inc. to the email address and cellular number provided. Message & data rates may apply.

### AGENT STATUS

*Please choose ONE OPTION. Information will be verified with resources we have available.*

I am joining a URG Team

Team Leader Name

**I have attached the signed Team Agreement**

**\*Team Leader Provides the TEAM AGREEMENT**

I have a Mentor

Mentors Full Name

**I have attached the signed Mentor Agreement**

**\*Mentor/Mentee must belong to the same branch.**

I am an Independent Agent

### AGENT INFORMATION

*All information will be verified with resources we have available.*

**Agent Name** | As it appears on real estate license

Social Security Number

Street Address

City

State

Zip Code

Email Address

Mobile #

Birth Date

SSN OR EIN#

Completed Degree in Education

High School

Associate's

Bachelor's

More

### In Addition to Realtor, current jobs held?

Employer

Position

**In Addition to Realtor, current business(es) you own or are listed with.**

Business Name Title/Position

Business Name Title/Position

**Language(s) You Speak Fluently**

English	Spanish	Portuguese	French	Creole	Mandarin	Japanese
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Russian	German	Hebrew	Turkish	Arabic	Hindi	Chinese
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Other Languages)

**LICENSING** *All information will be verified with resources we have available.*

**FLORIDA Real Estate License**

Real Estate License Number	Licensing Date	Renewal Date
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**OTHER STATE Real Estate License** *\*Disregard if NOT LICENSED in a state other than Florida*

Real Estate License Number	State Issued	Licensee Date
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**FLORIDA Driver's License** *\*Copy required upon application submission.*

Driver's License Number	State Issued	Expiration Date
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**CERTIFICATION(s)**

**BORARD AFFILIATION(s)**

SFR Short Sales & Foreclosure Resource	Beaches MLS (RWorld)
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CIPS Certified International Property Specialist	Miami MLS
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CLHMS Certified Luxury Home Marketing Specialist	GACAR MLS
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SRES Seniors Real Estate Specialist	OPRA MLS
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CRS Certified Residential Specialist	Florida Gulf Coast MLS
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ABR Accredited Buyer's Representative	
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SRS Seller Representative Specialist	Other MLS
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List Other Certification(s)	Other MLS
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**TRANSACTIONDESK** United Realty Group Agents EXCLUSIVELY uses TransactionDesk.

Do you have experience using TRANSACTIONDesk?

**YES**

**NO**

**AGENT PRODUCTION | PAST 24 MONTHS** *All information will be verified with resources we have available.*

**Agent Production Requirement | Last 24 Months (6) Six Closed Transactions**

**Exceptions to Production Requirements:**

- (1) URG Mentor Program | Mentorship Agreement must be attached (Mentor and Mentee belong to the same branch).
- (2) Join a URG Team | Team Agreement must be attached and team registered with Corporate.
- (3) Verifiable Industry Experience
- (4) An Attorney

**INDIVIDUAL Production | RESIDENTIAL**

Indicate the amount of transactions closed in the last 24 months

**# of SALES**

**# of RENTALS**

**INDIVIDUAL Production | COMMERCIAL**

Indicate the amount of transactions closed in the last 24 months

**\$**

**SALES VOLUME**

**\$**

**LEASE(s) VOLUME**

**TEAM MEMBER Production | RESIDENTIAL**

Indicate the amount of transactions closed in the last 24 months **while on a team**.

**# of SALES**

**# of RENTALS**

Do Agents receive "credit" on MLS for their production on this team?

**YES**

**NO**

Team Leader

Team Name

**EXCEPTION REQUEST for PRODUCTION REQUIREMENT**

If you do not meet URG production requirements and would like to be considered as an individual agent due to your industry experience without a mentor or joining a team, please describe the industry experience you have.

**LISTING TRANSFERS**

How many LISTINGS will you be transferring to United Realty Group? **NONE** **SALES** **RENTALS**

**REQUIRED QUESTIONS**

	<b>Yes</b>	<b>No</b>
1. Have you spoke with or met in person the URG Manager of the branch you chose?		
2. Have you <i>been in, toured or visited</i> the URG branch office chosen?		
3. Are you aware that URG strictly enforces their POLICY that <i>Agents cannot conduct other businesses or meet with individuals about other business or businesses in our branch offices?</i>		
4. Have you received a complaint from FREC or DBPR?		
5. Do you owe your present or a former brokerage money?		
6. Have you been a cooperating agent with a URG agent on a transaction?		
7. Are you aware that South Florida Title Associates (SFTA) is United Realty Group's preferred provider of title services and title insurance?		
8. Are you aware that Certified Home Loans is United Realty Group's preferred provider of loans and refinancing services?		
9. Please number these reasons from 1 - 7 ( 1 being the greatest and 7 being the least) of the determining factors for you joining United Realty Group.		

Multiple Office(s)	Office Location	Branch Manager	Commission Split	Referring Agent	Clear & Consistant Compliance Procedures	Available Brokers
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10. How did you hear about United Realty Group? Check all that apply.

Branch Manager	Agent Referral <i>URG AGENT</i>	Agent Referral <i>OTHER BROKERAGE</i>	Internet Search	Event <i>INDUSTRY</i>	Event <i>SOCIAL</i>	Ad   PRINT & or INTERNET
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11. Provide the name and Brokerage of the referring Agent

Agent Name

Referring Agents Brokerage

**AGENT EMERGENCY CONTACT**

Please provide us with that name of someone we can call in case of an emergency.

Name

EMail Address

Cellphone Number

**THANK YOU. Acceptance and License Transfer May Take Up To 48 Hours.**

Applications **NOT COMPLETELY or CORRECTLY FILLED OUT WILL DELAY** application acceptance and license transfer. Phone the Branch Manager or Corporate Office for assistance with filling out your application.

Agent Name

Agent RE Number



UNITED REALTY GROUP INC. | 2026-27

# ACH Authorization Form

**INSTRUCTIONS:** Sign and complete this form to authorize United Realty Group Inc. to make a one-time charge to your bank account listed below. Return this form to BrokerAssistant@URGFL.com.

**One Time Charge:** You authorize United Realty Group Inc. to make a one-time charge to your bank account listed below. By signing this form, you give United Realty Group Incorporated permission to debit your account for the amount of \$199.00 on or after the indicated date. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

**I AUTHORIZE, United Realty Group Inc. to charge my bank Account \$ 199.00 on**

**Date**

**RENDERED: Administrative Processing | Real Estate Agent**

## BANK AUTHORIZATION

**Checking Account**

**Savings Account**

Name on Account

Bank Name

Good Through Date

Account number

Routing Number

Email Address

Mobile Number

**Individual's Signature**

**Date**

**United Realty Group Inc.**  
1200 S Pine Island Road, Plantation FL 33324  
(954) 450-2000 UnitedRealtyGroup.com  
URG BROKERS | Paul Brownell & Gustavo Grasso



## POLICY AND PROCEDURE MANUEL

This policy manual was developed to assist our Agents in performing their respective duties and clarify The Company's responsibilities to our Agents. It is important that our Agents continue to remain informed as to Company policies and procedures and for that reason Agents will be notified by email via ConstantContact and/or text of pertinent changes or Company updates, so it is critical that email is checked frequently. If an Agent has a change of their primary email, cellphone number, or home address please contact [BrokerAssistant@URGFL.com](mailto:BrokerAssistant@URGFL.com) with the change. If an Agent is not receiving regular emails from United Realty Group, please contact us so that we may update our records accordingly.

### BROKERAGE COMMUNICATION

Agents that are accepted agree to receive recurring messages from United Realty Group Inc. and their trusted industry service providers to the email address and cellular number provided in their application. Message & data rates may apply.

### INDEPENDENT CONTRACTORS

All Agents are independent contractors and are responsible for all their own business expenses such as advertising, marketing materials such as business cards, yard signs installation cost, lock boxes, open house signs, etc. In the event the Company incurs any expense on behalf of the Agent, the Agent agrees to reimburse the Company immediately upon presentation of any invoice.

### NEW AGENT ONBOARDING

All Agents are strongly recommended to attend the New Agent Onboarding offered by The Company. The New Agent Onboarding covers the following:

- A full tour of URGFL.com and the MyURG tab.
- The chain of command – who to contact for different types of questions
- Company policies on offices, attire, key access, workstation use, communication, and more.
- Compliance department overview: roles, policies, file requirements, fund clear times, and disbursement process.
- A Transaction Desk tutorial (How to create a file, how to generate the Back Office number, how to work the Details, Contacts, Forms, Documents, and Checklist sections, a mock file submission, plus more!)
- Guest speakers including Nicole and David Chambliss (Founders of URG), Glenn Fischer (Director of Marketing), and representatives from SFTA and Certified Home Loans, introducing our sister companies.

For more information regarding the New Agent Onboarding, please reach out to Wylie Chambliss at [WChambliss@URGFL.com](mailto:WChambliss@URGFL.com) or 954-450-2000 x1010.

**INITIAL HERE ➤**

Agent Initials

## OFFICE FACILITIES

Agents agree to follow all facility policies and procedures.

Agents will be permitted to use copy machines, fax machines, computer stations, conference rooms, and lobbies for the exclusive purpose of United Realty Group real estate business at no extra charge to the Agent. The Company will strive to provide adequate office space whenever possible to all Agents.

**Home office:** It is expected that Agents will have a home office where they may be able to conduct their business.

**Other Business:** Agents are prohibited from conducting other business or businesses or meeting with customers for other business or businesses in United Realty Group facilities. Unauthorized usage may result in revocation of office access privileges, termination, or further action.

**Personal and Professional Items:** Agents are prohibited from leaving or storing personal or professional items in our facilities. This includes kitchen cupboards and furniture. The Company is not responsible for items unattended or left overnight.

**Workstations:** Workstations are neither assigned nor guaranteed and may be shared by many Agents on a first-come basis. Agents are prohibited from leaving personal or professional items in workstations unattended or overnight. Food is not permitted at workstations.

**Private Offices and Desks:** Agents may not use private offices or private desks. Private offices and desks are assigned by Branch Managers and Corporate through an approval process based on defined criteria. Private offices and desks require a separate usage agreement.

**Etiquette:** Our Offices serve customers and the public and decisions about the quality of our company and services are based on their interaction with you. Agents are expected to demonstrate respect, good judgment and professional behavior when using our facilities. Do not use the speaker option on your cellphone in the lobby, on the sales floor or other common areas.

**Attire:** URG Agents demonstrate professional taste in attire when in our facilities and working with customers. Beachwear and athletic wear are not professional attire. Casual attire is acceptable for Agents quickly dropping or picking up at the office.

**Kitchen Rules:** Agents agree to follow the Kitchen Rules posted on the branch kitchen bulletin board.

## OFFICE KEY

Office keys are optional. Agents receive a key to their primary branch office by submitting the Key Agreement (separate document) to the Branch Manager and paying the non-refundable key fee of \$55. Agents may have a key to their primary branch office ONLY. The Corporate office does not issue Agent keys. Office access is available to Agents. Please adhere to the following regulations as well as the Key agreement (separate document):

- Lock and Secure: Agents must lock and secure all office doors if you are the last to leave.
- Turn off lights: Agents must turn off all the lights.
- Negligence: Agents accept responsibility for any loss or theft due to their negligence.
- Key is optional: Office key is optional and has a non-refundable fee of \$55.
- Key upon termination: Upon termination, the Agent must return the key.

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Agent Initials

## COMPLIANCE DEPARTMENT

URG Compliance Department Officers are responsible for document compliance and quality control on all sales, rentals, and listings. It is their responsibility to ensure that all real estate files are properly documented and fully executed. Files are required to be submitted through TransactionDESK in a timely fashion, typically within (3) three business days of execution. Agent files must be legible and State compliant and follow Company guidelines as referenced on the "Required Documentation Checklists."

Delays in providing timely paperwork may result in fines and penalties for the Agent.

## LISTINGS

**Submit Files within Three (3) Days of Execution:** Agents are responsible for submitting complete listing files and supporting documentation within three (3) business days of execution to the Compliance Department.

**File Submission:** Files must be submitted through the TransactionDesk Lone Wolf platform.

**Protected Listings:** The Agent is assured of receiving all incoming inquiries from either buyers or other Realtors. No other agents will interfere with your listing contacts. All calls are immediately forwarded to the Agent.

**Minimum Listing Term:** The minimum listing term accepted is 3 (three) months.

**Listing Commissions are Negotiable.** Refer to Commissions paragraph for specifics.

**Upon Termination:** Agents leaving United Realty Group pay a fee per listing to take their listings that are not under contract with them to their new company. The fee for a sale listing is \$399, a rental listing is \$150, and all commercial transaction listings are \$399.

**Listing Signage:** Agents are responsible for the cost of yard signs, installation and all expenses associated with listings. Agents are billed directly from the vendors and pay the vendors directly. Invoices must be paid promptly to ensure non-disruption of services.

**Listing Copyright Infringements:** Agents will use only self-owned / MLS photographer approved pictures and create their own remarks for their listings. Using someone else's material is a copyright infringement

## ESCROW ACCOUNT | RENTALS ONLY

United Realty Group maintains an active escrow account for rentals only.

**Sales Transactions:** For Sales, Agents ask buyers to make their escrow check payable to a third party of their choosing (i.e. attorney, title company such as South Florida Title Associates).

**Initial Deposit Submission Requirement | Next Business Day:** Agents are responsible for assuring that all escrow deposits are made in a timely fashion. All initial deposits must be submitted for deposit by the next business day. Agents must forward copies of all escrow checks to the Company. Failure to follow correct procedure will result in severe consequences.

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Agent Initials

**Additional Deposit Submission Requirement | According to Contract:** Additional deposits must be submitted according to the date specified in the Lease Agreement or Purchase Contract. Agents must forward copies of all escrow checks to the Company. Failure to follow correct procedure will result in severe consequences.

## COMMISSIONS

United Realty Group strives to pay commissions in a timely fashion to Agents.

**Time Frame:** In general, commissions will be paid within 5 (five) business days of the date that the Compliance Department receives the final documents including the closing statement and check(s) payable to United Realty Group (and the file is complete).

**Complete Files:** Agents are responsible for submitting complete files. Complete files are legible and include all required documents filled out correctly.

**Missing Documents:** Missing documentation may delay compensation.

**Negotiated Commissions:** The Company realizes that from time to time Agents may be required to negotiate the real estate commission due to competitive market conditions. This is perfectly acceptable and does not require prior URG approval. Agents are not permitted to advertise in any way that the Company is willing to discount or reduce commissions.

**Personal Transactions:** Personal transactions are not exempt from paying the Company for any commissions due or transaction fees. However, the Agent may receive a credit for their commission at closing, with prior authorization from the Compliance Department.

**Receiving Commission:** United Realty Group Inc disburses commission by check only. Commission checks can be mailed to the Agent's address on file or picked up by the Agent from the Corporate Office in Plantation. Commission checks cannot be couriered to other United Realty Group Inc branches for pickup unless offered by The Company on a case by case basis. Agents can request their commission check to be sent via Fedex by The Company to their address on record for an additional cost of \$30 per Fedex label. The \$30 Fedex fee will be deducted from the Agent's commission.

### COMMISSION DEFENSE

If URG is required to defend a real estate commission due United Realty Group, URG will be compensated at an hourly rate of \$100 per hour for each hour expended in Court and/or depositions. Furthermore, Agent will be fully responsible for any legal and filing fees.

## ERRORS AND OMISSIONS INSURANCE

United Realty Group maintains Errors and Omissions insurance for the purpose of defending both the Company and the Agent.

**INITIAL HERE >>**

Agent Initials

**Agents Are Also Responsible for Defense:** The Agent is also responsible for defending any legal, administrative, state, federal, or agency actions brought against United Realty Group with regards to any real estate transaction where the Agent was involved.

**Agents That Do Not Make Defense:** If the Agent does not make defense and United Realty Group is the defendant, the Agent is responsible for all fees and costs, associated in the defense of any including, but not limited to, attorneys fees.

## MARKETING AND ADVERTISING

Agents must follow all Advertising Laws for Realtors. You will find the complete list of Laws for Realtors here: [Click Here](#)

**URG Agent Titles and Designations:** United Realty Group Agents use (2) two titles when referring to their licensure title and status.

**Sales Associate License:** URG Agents with a Sales Associate License are *Sales Associates*.

**Broker License:** URG Agents with a Broker License are *Broker Associates* and not *Brokers*. *Broker* as a title refers to the *Broker of The Company, in this case The Broker of United Realty Group*. There are two *Brokers* of URG, *Qualifying Broker*, Paul Brownell and *Managing Broker*, Gustavo Grasso. Presenting or advertising as a, or the Broker of United Realty Group is misleading, false, fraudulent and not compliant with Advertising Laws for Realtors.

**Realtor:** is a designation and not a license title or licensure status. Agents cannot use Realtor Associate.

**Licensees Name:** Licensed real estate agents must use their registered name that is on their licenses.

**Brokerage Name:** United Realty Group's name must be in all real estate marketing and advertising according to Rule 61J2-10.025, Florida Administrative Code which states, "licensed name of the brokerage firm must appear in all real estate advertisements". This includes websites, social media, and any other online presence where you are advertising or representing real estate and real estate services.

- URG's Logo Is Interchangeable With Brokerage Name: Agents may use the United Realty Group Logo interchangeably with the brokerage name because it includes the entire registered name of the brokerage.

**Copyright Laws:** Obey all Copyright Laws. Agents are expected to have knowledge concerning copyright laws when advertising. Images are not the only items that are copyrighted: writings, drawings, music, printed material, and videos are also a source of Copyright Law risk.

**Online Presences:** Agent marketing, advertising and online presences that do not align with United Realty Group may require it be removed.

**Online Account Names Using United Realty Group's Name:** Agents cannot name online accounts using United Realty Group's name, first. Use the name United Realty Group AFTER Agent name and title.

- For example, the correct way to name an account or page is Mark Smith, Realtor, United Realty Group not United Realty Group, Mark Smith, Realtor.

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Agent Initials

**Team Advertising:** Each team or group shall file with the broker a designated licensee to be responsible for ensuring that the advertising is in compliance with Florida Statutes and Codes.

Advertisements containing the team or group name shall not be in larger print than the name of the registered brokerage.

All advertising must be in a way reasonable people would know they are dealing with a team or group and in compliance with Rule 61J2-10.026 Team or Group Advertising, Florida Administrative Code.

Agent must notify Company of the formation of a team and must provide Company with a list of Team Members and team agreement.

**ADA Compliance and Websites:** All websites created for and/or for and/or created by the Agent shall be monitored and maintained by the Agent to ensure compliance with the Americans with Disabilities Act. Compliance standards may be found at [www.ada.gov](http://www.ada.gov) and [www.w3.org/WAI/](http://www.w3.org/WAI/).

**Website Design:** All Agent websites shall clearly display the name or logo of United Realty Group above, below, and adjacent to the Agent's contact information.

## CONFIDENTIALITY

All Company information is considered proprietary and strictly confidential and should not be duplicated for the purpose of distribution to third parties.

## SOLICITATION

The agent will not directly solicit, market, or recruit for any reason whatsoever, any other Agent within the United Realty Group organization during this agreement or for a period of five (5) years after the termination of this agreement.

## RETURNING AGENTS

If an Agent would like to return to the Company after having left for any unspecified period, the Agent will be required to re-apply by submitting a new Agent Application, paying the application processing fee and other items specified in it.

## FAIR HOUSING ACT

In the sale and rental of housing, Agent will abide by the Fair Housing Act and will not discriminate because of race, color, national origin, religion, sex, familial status, and/or disability.

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Agent Initials

## CODE OF ETHICS

Agent will abide by the Code of Ethics and Standards of the National Association of Realtors.

## NEW AGENT ADMINISTRATIVE PROCESSING FEE

Agents that are accepted to join United Realty Group will pay a one-time fee of \$199 to United Realty Group Inc for application processing and Agent set-up and license transfer.

## AGENT ACKNOWLEDGMENT AND ACCEPTANCE

*I have read and agree to abide by United Realty Groups policies, procedures and rules as well as the Code of Ethics and Standards of Practice of the National Association of REALTORS®.*

Agent typed Name

Agent Signature

DATE



## INDEPENDENT CONTRACTOR AGREEMENT BETWEEN BROKER AND ASSOCIATE

Florida Association of Realtors®

**United Realty Group Inc ("Broker")** is licensed as a real estate broker in the State of Florida and performs acts designated within Chapter 475, Florida Statutes, enjoys goodwill and a reputation for dealing with the public, and maintains an office for the purpose of serving the public as a real estate broker.

**Associate** ("Associate") is licensed as a  Sales Associate (license number SL/BL \_\_\_\_\_)

**Broker** Associate (license number BK \_\_\_\_\_) in the State of Florida and is properly qualified to deal with the public as such. Effective \_\_\_\_\_ ("effective date"), **Broker** and **Associate** agree to associate pursuant to the following terms and conditions.

1. **Employment Status.** **Broker** retains **Associate** as an independent contractor to assist **Broker** in the performance of real estate-related activities. With respect to the clients and customers for whom service is performed within the scope of this Agreement, **Associate** will be construed to be an agent of **Broker**; otherwise, **Associate** will not be deemed a servant, employee, joint venture, or partner of **Broker** for any purpose. **Associate** will not be treated as an employee for Federal tax purposes with respect to the services performed for **Broker** under this Agreement. **Associate** is responsible for paying his/her own estimated income tax payments, self-employment taxes, occupational taxes, and other taxes, if any, to the appropriate governmental entities. **Broker** will not withhold any taxes from compensation due to **Associate**, nor will **Broker** provide worker's compensation insurance for **Associate**.
2. **Associate Responsibilities.** **Associate** will use his/her best efforts to procure real estate-related business for **Broker** and will conduct his/her business in a reputable manner and in conformance with all laws, rules, regulations, and codes of ethics that are binding upon or applicable to real estate licensees, and with **Broker's** office policy manual, if any.
  - A. **Compliance.** **Associate** recognizes and acknowledges the obligation to keep abreast of all legal and other issues that affect the real estate industry as they may change from time to time. **Associate** will not commit any act that violates Florida real estate license law.
    - (1) **Fair Housing.** **Broker** and **Broker's** company support and practice Fair Housing principles. **Associate** has been advised that failure to comply with Fair Housing principles will result in appropriate disciplinary action and possible termination of this agreement. **Associate** warrants and represents that it is **Associate's** intent to attend Fair Housing instructional programs, keep current on developments in Fair Housing as it affects real estate marketing and sales, and comply with the Fair Housing laws and regulations. **Associate** understands this acknowledgment, warranty, and representation and agrees to it voluntarily.
  - B. **License Renewal; Continuing Education; Dues.** **Associate** will be responsible for timely renewing **Associate's** real estate license and for completing all legally required continuing education in a timely manner and maintaining the records that evidence such completion as required by the Florida Real Estate Commission. **Associate** will be responsible for paying all license fees, membership dues and fines.
  - C. **Broker Supervision.** **Associate** controls the manner and means of work, sets their own schedule, bears all business expenses, and will be deemed to be working under **Broker's** supervision only to the extent required by Chapter 475, Florida Statutes. **Associate** will perform all activities, including those activities **Broker** requires **Associate** to perform, independently without **Broker's** supervision or control.
  - D. **Broker Property.** **Associate** acknowledges that all pending sales and listings taken during the term of this Agreement are **Broker's** property. All programs, forms, data, keys, manuals, signs, and other paraphernalia relative to the business of **Broker** are **Broker's** property, as are all documents and other items pertaining to transactions.
  - E. **Property of Others.** In accordance with Florida law, **Associate** will deliver to **Broker** by the end of the next business day following receipt following receipt any funds or other items that a consumer has entrusted to **Associate** in connection with a real estate transaction.
  - F. **Responsibility.** **Broker** will not be liable to **Associate** for any expenses incurred by **Associate** nor for any of **Associate's** acts. **Associate** will have no authority to bind **Broker** by any promise or representation, oral or otherwise, unless specifically authorized in writing in a particular transaction. Suits, whether for fees or otherwise, against clients, customers and others in the real estate business will be maintained only in the **Broker's** name. **Associate** is responsible for providing all tools necessary to perform the duties outlined. **Associate** will also be responsible for transportation expenses including insurance in the minimum coverage amount of \$100,000.00 for personal injury protection liability and insurance in the minimum coverage amount of \$300,000.00 for bodily injury liability and insurance in the minimum coverage of the amount of \$5,000.00 for property damage liability and other expenses incidental to performing **Associate's** duties without receiving any reimbursement from **Broker**. **Broker** will be named as an additional insured in all such policies.
  - G. **Indemnification.** **Associate** will indemnify and hold **Broker**, its officers, directors, and employees harmless from all claims, demands, suits, costs, including but not limited to all regulatory, ethic civil claims and complaints and expenses, including reasonable attorneys' fees at all levels, of proceedings whether demand, charge, claim, initial, or amended complaint or appeal, of whatever nature and description to the extent based on **Associate's** representations, acts, omissions, negligence, willful misconduct, or violation of laws, rules, regulations, codes of ethics, this Agreement or office policy manual.
  - H. **Electronic Communications Consent.** **Associate** consents to receive communications from the **Broker**, including but not limited to emails and text messages, for purposes related to **Broker** operations, updates, announcements, training opportunities, and other official business matters. This consent is provided in accordance with the Telephone Consumer Protection Act (TCPA), the Controlling the Assault of Non-Solicited Pornography and Marketing Act (CAN-SPAM Act), and all other applicable federal and state laws. **Associate** acknowledges that such communications may include informational and transactional content and agrees that this consent shall remain in effect unless and until it is revoked in writing by the **Associate**. **Associate** understands that they may opt out of receiving electronic communications at any time by following the unsubscribe or opt-out instructions included in such messages. **Associate** acknowledges that if they revoke consent or opt out of receiving email or text messages that **Associate** remains solely responsible for maintaining awareness of all **Broker** communications, policies, and updates through other available means provided by **Broker**.

Agent Initials

3. **Broker Responsibilities.**

- A. **Access to Listings.** **Broker** will provide **Associate** with access to all current listings of **Broker** and listings made available to **Broker** through offers of cooperation, except those listings that **Broker**, in his/her/its discretion places exclusively in the possession of another sales associate.
- B. **Access to Facilities.** **Associate** may utilize **Broker's** then existing office facilities for the performance of **Associate's** duties as described above.
- C. **Compensation.** **Broker** will negotiate all terms and conditions of fees charged clients including but not limited to, the amount and payment date. **Broker** will compensate **Associate** in proportion to **Associates** output with regard to real estate-related activities and not to hours worked by **Associate**. Such compensation will be solely through commissions as described below or in **Broker's** office policy manual and this Agreement, the terms of the office policy manual will prevail. **Broker** may deduct from **Associates** compensation any amounts due from **Associate** to **Broker**.
  - (1) **Amount; Payment.** When **Associate** performs any brokerage service for **Broker** and **Broker** earns and collects a fee for such service, **Broker** will pay **Associate** once funds have been received and cleared, contingent upon paperwork compliance :
    - \*100% of the commission with a \$399 transaction fee for Residential Sales, per side represented.
    - \*100% of the commission for the first \$50,000 with a transaction fee of \$399 per side represented, commission over \$50,000 will have an additional fee/split of 5% for Commercial Sales, per side represented.
  - (2) **Dividing Compensation with Other Licensees.** If two or more **associates** participate in rendering a brokerage service to the public, or claim to have done so, **Broker** will determine, in **Broker's** sole and absolute discretion, the amount of the fee due **Associate**.
  - (3) **Incentives.** If a seller or listing office offers a premium, bonus, or incentive, if such premium, incentive or bonus is in the form of money, then **Associate** will receive the same commission split as stated above. If such incentive is other than money (i.e., a cruise, trip, or other matter having economic value but not delivered in money), then such premium, bonus or incentive will go to **Associate**. If a non-monetary incentive goes to **Associate**, **Broker** will report the fair market value of the incentive as income to **Associate**, as **Broker** must collect and deliver the incentive to **Associate** to preserve the respective legal positions of the parties.
  - (4) **Benefits.** **Associate** will be provided no minimum salary, vacation pay, sick leave or any other fringe benefit.
  - (5) **Collection of Fees.** **Broker** will not be required to prosecute or sue any party in order to collect any fee for services performed by **Associate**. However, if **Broker** incurs attorneys' fees and costs in the collection of or attempt to collect a fee, such amounts will be deducted from **Associates** commission in the same proportion as provided for herein in the division of the fee.
  - (6) **Compensation After Termination of Agreement.** After termination of this Agreement, **Broker** will pay **Associate** any amount earned prior to termination less amounts owed to **Broker** and amounts **Broker** must pay another licensee to complete pending transactions for which **Associate** was responsible prior to termination.

4. **Errors and Omissions Insurance.** **Associate** will pay \$18.00 per side of their transaction for Errors & Omission coverage for Residential Sales and Residential Rentals. **Associate** will pay \$100.00 per side of their transaction for Errors & Omission coverage for Commercial Sales and Commercial Leases.

5. **Term; Termination.** This Agreement will be in effect until either party terminates this Agreement by 1 days' advance written notice to the other party. **Broker** may terminate this Agreement without notice for wrongful conduct by **Associate**. Failure by either party to maintain active licensure status pursuant to Chapter 475, Florida Statutes, will be deemed automatic termination. **Associate** will not, after termination of this Agreement, use to his/her own advantage, or to the advantage of any other person or entity, any information gained from the business of the **Broker** relating to property for sale, lease or rental, or **Broker's** customers or clients. Upon termination of this Agreement, **Associate** will return all **Broker's** property to **Broker** with no copies made or retained by **Associate**.

6. **Confidentiality.** **Associate** acknowledges that **Broker** may disclose confidential information to **Associate** during the course of this Agreement. Any such information that is or should be reasonably understood to be confidential or proprietary to **Broker**, including mailing lists, customer and client lists, sales, costs, unpublished financial information, product and business plans, projections, marketing data, computer data, computer programs, and supporting documentation, and **Broker's** office policy manual, if any, are considered confidential property of **Broker**. **Associate** will take reasonable steps and use due care during the term of this Agreement and for 12 months after its termination to prevent the duplication or disclosure of confidential information, other than by or to **Broker's** employees or agents who must have access to the information to perform their duties for **Broker**.

7. **Dispute Resolution.** This Agreement will be construed under Florida law. All disputes between **Associate** and another associate in **Broker's** Firm will be resolved by **Broker**. All disputes between **Broker** and **Associate** will be mediated under the rules of the **American Arbitration Association** or other mediator agreed upon by the parties. The parties will equally divide the mediation fee, if any. In any litigation between **Broker** and **Associate**, the prevailing party will be entitled with to recover reasonable attorneys' fees and costs at all levels, unless the following box is checked: **Arbitration:** Any dispute not resolved by mediation will be settled by neutral binding arbitration in accordance with the rules of the American Arbitration Association or other arbitrator agreed upon by the parties. Each party to any arbitration or litigation (including appeals and interpleaders) will pay its own fees, costs, and expenses, including attorneys' fees at all levels, and will equally split the arbitrators' fees and administrative fees of arbitration.

8. **Additional Terms.** There is a \$399 transaction fee on all Residential sales transactions (per side represented), and \$399 transaction fee on all Commercial sale and lease transactions (per side represented). Rentals and referrals have a transaction fee of 10% of the commission earned with a minimum of \$100 and a maximum of \$399 (per side represented). All other miscellaneous commission checks not falling into the previously mentioned categories have a \$60 check handling fee. Upon termination, **Associate** will be entitled to any pending commissions. If **Associate** should abandon any pending transactions, **United Realty Group** will retain 25% of the commission to close out the pending transaction. **Associate** may transfer listings to their new brokerage upon paying to **Broker** the listing transfer fees in the amount of: \$399 per Residential Sale, \$150 per Residential Rental, \$399 per Commercial Transaction. **Associate** will not directly solicit, market, or recruit for any reason whatsoever any other Associate within the **United Realty Group** organization during this agreement or for a period of five (5) years after the termination of this agreement. **Broker** may modify office policies, commission schedules, and transaction-related fees from time to time upon providing written notice to **Associate**. Such modifications shall become effective on the date specified in the notice and shall apply to all transactions closing thereafter.

Request for Taxpayer  
Identification Number and CertificationGo to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.Give form to the  
requester. Do not  
send to the IRS.**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See <b>Specific Instructions</b> on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)						
	2 Business name/disregarded entity name, if different from above.						
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.						
	<input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate						
	<input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____						
	<b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.						
	<input type="checkbox"/> Other (see instructions) _____						
3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____							
5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)						
6 City, state, and ZIP code							
7 List account number(s) here (optional)							

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number		
<input type="text"/>	<input type="text"/>	<input type="text"/>
-		
<input type="text"/>	<input type="text"/>	<input type="text"/>
-		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>or</b>		
Employer identification number		
<input type="text"/>	<input type="text"/>	<input type="text"/>
-		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>or</b>		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>or</b>		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>or</b>		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>or</b>		
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**What's New**

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**State of Florida**  
**Department of Business and Professional Regulation**  
**Florida Real Estate Commission**  
**Change of Status for Sales Associates and Broker Sales Associates**  
**Form # DBPR RE 11**

Check the box for the relevant transaction in Section I and complete the applicable additional section(s) only. Leave the sections that are not relevant to your desired transaction blank. If you have any questions or need assistance in completing this form, please contact the Department of Business and Professional Regulation, Customer Contact Center, at **850.487.1395**.

**For additional information see Instructions at the end of this form.**

**Section I – Transaction Types**

TRANSACTION TYPES			
<input type="checkbox"/> Add Employee [3020]	<input type="checkbox"/> Become Inactive [4020]		
<input type="checkbox"/> Terminate Employee [4020]	<input type="checkbox"/> Change Employer [9007]		

**Section II – Associate Information**

ASSOCIATE INFORMATION			
License Number:			
Last/Surname	First	Middle	Suffix
Primary Phone Number	Primary E-Mail Address		

**Section III – Broker or Company Information**

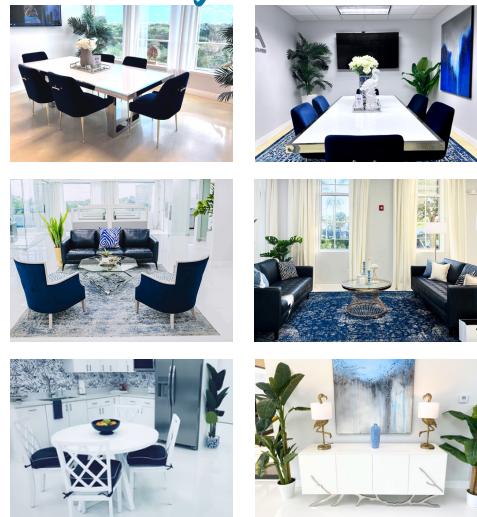
COMPANY INFORMATION			
Last/Surname (Qualifying broker) BROWNELL	First PAUL	Middle N	Suffix
License number of real estate company: CQ1023517			
Name of real estate company: UNITED REALTY GROUP INC.			
Primary Phone Number 954-450-2000	Primary E-Mail Address PBROWNELL@URGFL.COM		
Signature of qualifying broker that is adding or terminating employee:			

**Section IV – Affirmation By Written Declaration**

AFFIRMATION BY WRITTEN DECLARATION	
<p>I certify that I am empowered to execute this application as required by Section 559.79, Florida Statutes. I understand that my signature on this written declaration has the same legal effect as an oath or affirmation. Under penalties of perjury, I declare that I have read the foregoing application and the facts stated in it are true. <b>I understand that falsification of any material information on this application may result in criminal penalty or administrative action, including a fine, suspension or revocation of the license.</b></p>	
Signature:	Date:
Print Name:	



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- Off-Site Closings
- **Complimentary RE Transaction Coordinator**  
When Using Our Title Insurance Services

### FREE Phone APP INSTANT NET SHEETS



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**PROMULGATED** Rate

**NOTARY** Included

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When Using Our Title Insurance Services.  
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**Suzanne Solarte**  
Executive Director of Operations  
South Florida Title Associates



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DIRECT (954) 299-8546  
SSOLARTE@SFT AFL.COM

PROCESSING DEPARTMENT  
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**Free**

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SOUTH FLORIDA  
TITLE ASSOCIATES

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# "HOW DOES URG PAY 100% COMMISSION?"



It's not a secret!  
Let's shine a light on it.

## **THANKS FOR ASKING! We get asked this question all the time!**

How United Realty Group can offer Agents a true 100% commission is not a secret. Opportunity defined is; a set of circumstances that make it possible to do something. Our preferred vendors make it possible to do something and the something is giving real estate Agents all of their commissions back. Certified Home Loans and South Florida Title Associates are willing to work hard to earn an opportunity to help Agents win lifelong customers because they know that nothing is a given and everything is earned.

**HOW IT ALL STARTED.** We had a successful mortgage company for several years that grew into an office bursting at the seams with real estate agents from different firms in the area. Agents would pass by to check their clients' files and end up staying for the day. It was the beginning of our branch office's "family culture" and it was all very cozy.

**COZY AND SUCCESSFUL!** What we discovered was that having the best mortgage and title representatives with the most experience collaborating with Agents and their customers, and with each other was CLOSING MAGIC! More deals closed because communication was clear and consistent, and issues were dealt with immediately and resolved in real time from all directions. That, along with affordable and transparent pricing, SENT CUSTOMER SATISFACTION THROUGH THE ROOF! As you can imagine a lot of closings and referral business followed. So, in 2002, when United Realty Group was founded on that very principle, it was a natural fit.

The philosophy that we share with our preferred vendors is what sets them apart from the rest. Their prices and services are positioned specifically for referral business. It is a deliberate strategy to give customers the best pricing and attention to win their business for a lifetime. A LIFETIME and not just a deal. They do not work for deals. They make connections and then grow relationships built on trust and performance.

URG gives the only real 100% commission in the industry and they believe that reciprocal relationships work best. Certified Home Loans and South Florida Title Associates are willing to work hard to earn an opportunity to help win lifelong customers because they know that nothing is a given, and everything is earned.

# UNITED Realty Group

## EXAMPLE | Commercial Fees

### Sales & Leases

#### Commissions **UP TO \$50K**

Fees are charged per side represented.

\$399 Transaction Fee  
\$100 E&O Insurance



**\$50,000.00 Commission**

**-\$399.00 Transaction Fee**  
**-\$100.00 E&O Insurance**

\$49,501.00 Agent Commission

Fees are charged per side represented.

#### Commissions **OVER \$50K**

Fees are charged per side represented.

\$399 Transaction Fee  
\$100 E&O Insurance  
5% over \$50K



**\$60,000.00 Commission**

**-\$399.00 Transaction Fee**  
**-\$100.00 E&O Insurance**  
**-\$500.00 5% of \$10,000.00**

\$59,001.00 Agent Commission



### COMMERCIAL

Sales & Leases

#### Commissions **UP TO \$50K**

\$399 Transaction Fee  
\$100 E&O Insurance

*Per side represented*

#### Commissions **OVER \$50K**

\$399 Transaction Fee  
\$100 E&O Insurance  
5% over \$50K

*Per side represented*