

# SERVICE AGREEMENT

This Agreement entered into and made effective as of \_\_\_\_\_ (the “effective date”) by and between Agent Assist, herein referred to as the “Service Provider” and \_\_\_\_\_ herein referred to as the “Agent”.

In consideration of the mutual promises and covenants in this contract, of which the receipt and sufficiency are hereby acknowledged, the parties agree to the terms as follows:

## SERVICES

Whereas the Agent wishes to retain one or more of the services (as defined below) of the Service Provider. The Service provider agrees to perform and complete the services selected from the Agent in a timely, efficient, and professional manner.

The Agent agrees to review all documents for accuracy and provide timely and open communication with the Service Provider. The Agent further agrees to be responsible for all negotiations and explanations of the processes to their client.

## TERMS AND CONDITIONS

- The Agent will select the services needed on a contract-by-contract basis at time of submittal. There is no obligation to use the same services for every contract submitted.

## PAYMENT

- The Agent agrees to pay the Service Provider the amount outlined below for the services the Agent selected. Transaction coordinator services are billed through Wallace billing department during their normal billing cycle.
- Marketing service fees are due in advance for the month. Monthly subscriptions will not be prorated if Agent wishes to cancel before the month is complete. They are billed on a month by month basis.

## HOLD HARMLESS

- The Agent agrees to hold harmless Agent Assist from any and all claims which may arise out of and in the course of the performance of the transaction coordi-

for all information related regarding clients, and will be ultimately responsible to review all content for accuracy. Agent Assist also reserves the right to refuse requests for performance of any duties deemed questionable, illegal or otherwise unethical.

### **CONFIDENTIALITY AND NON-COMPETE**

- Agent Assist will not copy, reproduce, use, share, or disclose any client information of the Agent outside of the use scope of what is outlined in this agreement. In addition, as a Licensed Realtor, I pledge a non-compete with all Agent's partnering with me for any services. Your client will not know I am a licensed agent & I will not contact, solicit, save, sell, or use your client's information in any way beyond the scope of my Transaction coordinator and marketing services offered herein.

### **SERVICES: TRANSACTION ASSIST**

- |   |       |
|---|-------|
| • Full Service From Bound Contract to Close | \$300 |
| • Cash Deal/No Contingency Deal             | \$200 |
| • Listing/Pre-Listing File                  | \$200 |

### **SERVICES: SOCIAL ASSIST**

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|-------------------|---------|
| • Website Booster | \$49/mo |
| • Elite Marketing | \$89/mo |

### **SERVICES: WEBSITE ASSIST**

- |                  |                   |
|------------------|-------------------|
| • Custom Website | to be agreed upon |
|------------------|-------------------|