



Mandatory Documents

Checklist *Rentals*

Email or deliver all completed paperwork to Sales@URGFL.com for paperwork review and disbursement requests

- **Residential Rental representing the Landlord**
 - Commission agreement
 - Lease agreement
 - Rental disbursement form
 - Copy of escrow checks
- **Residential Rental representing the Tenant**
 - Exclusive buyer brokerage agreement
 - Compensation agreement (if being paid by the owner)
 - Lease agreement
 - Rental disbursement form
 - Walkthrough inspection
 - Copy of escrow checks
- **Commercial rental representing the Landlord**
 - Commission agreement
 - Lease agreement
 - Rental disbursement form
 - Copy of escrow checks
- **Commercial rental representing the Tenant**
 - Commission agreement
 - Lease agreement
 - Rental disbursement form
 - Copy of escrow checks
- **Rental Referral**
 - Referral agreement
- **Apartment Complex**
 - Invoice