



Quick Start Guide

- ★ Website Link: <https://www.urgfl.com/bdre-forms/>

- ★ Please refer to the **Mandatory Checklist Documents for Sales and Rentals** for all file paperwork requirements.

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

- ★ **Escrow Checks for Sales** transactions are held by **South Florida Title Associates LLC** or another applicable 3rd party, escrow checks for **Rental** transactions can be held by the **Listing Brokerage** or another applicable 3rd party.

- ★ When sending in escrow checks to South Florida Title Associates LLC, please also send in the following:
 - Contract/Offer
 - Addendums to contract/offer (if applicable)

- ★ Should you have Broker specific questions regarding your transactions, please contact your Qualifying Broker:

Paul Brownell - PBrownell@URGFL.com - (954) 868-6882

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