

526 S. Houston Lake Road  
Warner Robins, GA 31088



478.929.4444  
478.333.5556

## LETTER OF AGREEMENT Tenant Placement Only

The following defines the responsibilities and authority of Golden Key Realty to act as placement agent for a single family residence located at \_\_\_\_\_, \_\_\_\_\_, Georgia, \_\_\_\_\_ and owned by \_\_\_\_\_.

Social Security Number: \_\_\_\_\_  
Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_  
Cell number: \_\_\_\_\_ Email address: \_\_\_\_\_

Golden Key Realty agrees to market property for tenant placement only. The following services will apply:

- Property will be made accessible to real estate agents and potential tenants.
- Credit applications will be processed on applicants.
- Lease will be negotiated and prepared.
- Market rental value will be discussed.
- # Bedrooms \_\_\_\_\_ # Bathrooms \_\_\_\_\_ SQFT \_\_\_\_\_ Pets: Yes or No
- Monthly rent \$ \_\_\_\_\_
- Tenant to mail checks to: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Maintenance phone number: \_\_\_\_\_

Property owner agrees to pay Golden Key Realty a placement fee equal to one month's full rent amount upon placement.

If owner sells property to a tenant (or spouse or partner of such tenant) obtained by broker, either during the term of the lease or thereafter, owner will pay broker a commission of 6 percent (6%) of the price for which the property is sold. This obligation shall survive the expiration or termination of this agreement.

Golden Key Realty will not be responsible for maintenance of the premises, or future repairs, nor will they have any further management responsibility to the property owner or the property itself.

Owner will provide proof of mortgage being current and in good standing prior to property being advertised.

All future communication will be between tenant and landlord.

This Letter of Agreement is signed in good faith and constitutes the entire agreement between the agent and the owner.

\_\_\_\_\_  
Owner

GOLDEN KEY REALTY, INC H-6802  
Leasing Broker Lic. #

\_\_\_\_\_  
Print Name

478-929-4444 478-333-2008  
Broker's Ph# Fax #

\_\_\_\_\_  
Owner

By: \_\_\_\_\_  
Broker or Broker's Representative

\_\_\_\_\_  
Print Name

Gwen Giles 28181  
Print or Type Name Lic. #

GOLDE \_\_\_\_\_  
MLS Office Code MLS#

\*Mail back or fax to (478) 333-2008 within 30 days or scan to email to: padmin@goldenkeyrealty.net  
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