

BACK OFFICE SUPPORT - AGREEMENT

In consideration of property services for the real property hereinafter described ("the Property"), the undersigned ("Owner") hereby grants to _____, a Real Estate Brokerage ("Broker"), the right to provide services as described below.

This agreement ("Agreement") shall be for one (1) year ("Term") and shall commence on the date that this Agreement is duly signed by both Owner and Broker. This Agreement shall automatically renew for twelve (12) months upon the expiration of the Term and upon the expiration of each subsequent twelve (12) month period (each, a "Renewal Term").

Notwithstanding the foregoing, either party may terminate this Agreement for any reason and without penalty by providing at least one (1) full calendar month's prior written notice to the other party. Owner agrees that upon termination, fees and commissions due Broker may be charged by Broker. So long as all due commissions are paid, within 90 days of the termination of this Agreement a final management reconciliation/accounting statement will be provided to Owner.

Owner acknowledges that it has terminated all previous marketing efforts with regard to the Property. Owner agrees to indemnify Broker against any claims of any other agent, broker, finder or other third party in connection with the Property.

The Property is described as:

Start Date:	Ending On:	(the "Term")
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Owner Disclosure. The Owner has a duty to disclose "material defects" and dangerous conditions with respect to the Property and hereby represents and warrants that Owner knows of no material defect or dangerous condition with respect to the Property except as follows:

No Defects: (Owner initials) _____

The Property is subject to the following defects:

Inspection Reports. Owner advises Broker that the following inspection reports have been prepared with respect to the Property (list all reports, studies, letters, test results, and similar documents, all of which are collectively referred to herein as ("**Reports**") addressing the issue of the existence or nonexistence of infestations, asbestos, molds and other toxics compounds: (if none, initial "No Reports"

NO REPORTS: (Owner initials) _____

Indemnification. The Owner agrees to indemnify and hold harmless the Broker and any agents or subagents against liability, including court costs and attorney fees caused by the Owner's failure to disclose accurately and completely any material defects or Reports related to the condition of the Property that may affect its desirability and occupancy.

Fair Housing Act. Federal and state laws make it illegal for Owner, Broker, or anyone else to use RACE, COLOR, RELIGION, SEX, DISABILITY, FAMILIAL STATUS/AGE or NATIONAL ORIGIN as reasons for refusing to show or rent properties, set deposit amounts or as reason for any decision relating to the conditions and terms of the lease of property. Owner will not meet or communicate with applicants/tenants nor will Broker provide any information outside of the prospective tenant's qualification form.

Owner's Interest. Owner represents that Owner owns fee simple title to the Property and/or has full right, power, and authority to enter into the leases as anticipated under this Agreement. Unless otherwise agreed to in writing, Owner represents that Owner shall obtain any required municipal occupancy or use licenses/certificates.

Insurance. Owner must provide proof of property & liability insurance for the property or properties to be managed under this agreement. Owner must maintain a Landlord Insurance policy including Personal or Commercial Liability coverage at a minimum of \$500,000 per occurrence and must name Rentwell and it's subsidiaries as an Additional Insured with respect to Liability.

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NOTE:

The Pennsylvania Real Estate Recovery Fund has been established for the purpose of giving relief for an unpaid judgment against a licensed real estate person under certain circumstances. For more information, call 800-822-2113 within Pennsylvania or 717-783-4854 outside of Pennsylvania. Owner has read the Consumer Notice as adopted by the State Real Estate Commission at 49 PA Code Section 35.336.

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BREAKDOWN OF SERVICES

Broker's Responsibilities.

Owner hereby nominates and constitutes Broker as Owner' agent to perform the following responsibilities:

Property Owner Responsibilities.

Owner agrees to make available all data, records and documents pertaining to the Property which the Broker may require to properly exercise Broker's duties hereunder.

Leasing

1. None

Management

1. Take incoming calls from tenants

Bookkeeping / Reporting

1. Monthly Financial Reporting
2. Monthly rent roll sent on the 5th
3. Yearly income statement
4. 1099
5. Rent Collection (Including Late Fees)
6. Owner Draw 10th/15th/EOM
7. Tenant Ledgers
8. Lease Renewal (reminders)
9. Insurance Compliance (tenants)
10. Generate Pay or Quit Notices

Maintenance

1. Work Order Management *(we will send Property Owner all work orders. Rentwell does not handle vendor coordination)*
2. 24 Hour Emergency Maintenance call center

Technology

1. Owner Portal
2. Tenant Portal
3. Cash Payment Barcode

Leasing

1. Tenant Placement
2. Marketing vacant units
3. Tenant screening
4. Lease Generation
5. Key exchange
6. Evictions
7. Rental License / Unit compliant with township
8. Lease Renewals

Management

1. L/T Court
2. Posting Pay or Quits

OnSite Visits

1. Move-In Inspection
2. Move-Out Inspection
3. Township Inspection
4. Section 8 Inspection

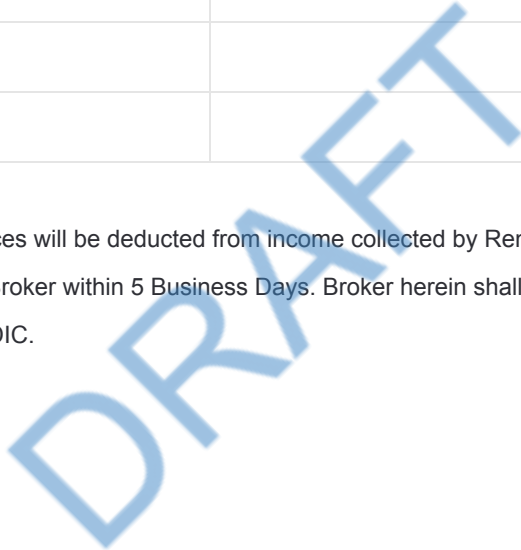
Maintenance

1. Complete maintenance requests
2. Vendor payments
3. Seasonal maint
4. Unit turns
5. Move-Outs / SD Disposition

PRICING

	Property Management Fee	_____ %
<input type="checkbox"/>	Account Setup	
<input type="checkbox"/>	Rental Locks	\$150 per door
<input type="checkbox"/>	Matterport 3D Walkthrough, Floor Plans, Pictures	\$300
<input type="checkbox"/>	Photography	\$150

All Applicable Fees and Vendor Invoices will be deducted from income collected by Rentwell. If income does not cover expenses, the Owner will reimburse Broker within 5 Business Days. Broker herein shall not incur any liability for bankruptcy or failure of the depository insured by FDIC.



Legal and Signature Page

Disclosure

All rent belongs to Owner; all other fees, including but not limited to application fees, late fees, collection, administration fees, and bad check charges shall be the property of Broker. Broker may pay (and receive) referral fees, commissions, co-op commissions, rebates and bonuses to (and from) outside real estate agents/brokers, tenant referral companies, rental relocation companies, material suppliers, multiple listing companies, builders, developers, home warranty companies, banks, contractors and vendors who assist Broker in the marketing showing, monitoring, leasing, managing and maintaining of the Property, including companies where Broker may be a member, owner, agent, broker, stockholder or partner.

Legal

Owner agrees to hold Broker harmless from any damage or lawsuits in connection with Broker's involvement with the Property, including as a result of the use of the Lock Box or Rently access systems, and from any liability for any injury suffered by any employee of Owner, any tenant, or any other person not employed by Broker unless such damage or lawsuit arises from the gross negligence of Broker. Broker shall not be liable for any error of business judgment or for any mistake of fact or law, or for anything which he may do or refrain from doing hereunder, except in cases of Broker's gross negligence. If a lawsuit is brought to collect Broker's commissions or fees due from Owner, or if Broker successfully defends any action brought against Broker by Owner relating to the Property, Owner agrees to pay all costs incurred by Broker in connection with such action, including reasonable attorney's fees. Any civil action brought against Broker must be filed in _____ . If more than one person signs this Agreement on behalf of one party, their liability is joint and several. Any modifications or additions to the Agreement must be in writing and signed by both parties. Fax or electronic copies of this Agreement with signatures are considered legal and binding contracts. This Agreement shall be binding upon the heirs, successors and assigns of the parties hereto; and the obligations of Owner hereunder shall run with the Property and bind all future owners of the Property.

Complete one: name to be listed as Primary and under whose name and Tax EIN incomes are to be reported to the IRS.

INDIVIDUAL:

Name: _____ SS# _____

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Entity Name: _____ Tax ID# _____

_____ % Share Legal Name: _____ Tax ID# _____

_____ % Share Legal Name: _____ Tax ID# _____

_____ % Share Legal Name: _____ Tax ID# _____

All owners must submit Separate W-9 Forms

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates set forth below.

OWNER:

By: _____

Name: _____

Date: _____

BROKER:

By: _____

Name: _____

Date: _____

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Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <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"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	Exemptions (see instructions): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
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 the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									
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Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below), and
- 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 on page 3.

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. The IRS has created a page on IRS.gov for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

DETAILED SCOPE OF SERVICES

INCLUDED	NOT INCLUDED
<p>Leasing</p> <ol style="list-style-type: none"> None 	<p>Leasing</p> <ol style="list-style-type: none"> Showings Application Process Screening Income Verification Landlord Verification Lease Generation Insurance Confirmation Utility Confirmation Key Exchange for Move In Lease Renewal
<p>Management</p> <ol style="list-style-type: none"> Take incoming calls from tenants 	<p>Management</p> <ol style="list-style-type: none"> Rent negotiations L/T Court Process Posting Pay or Quits Respond to tenant questions (Rentwell will forward call)
<p>Bookkeeping / Reporting</p> <ol style="list-style-type: none"> Monthly Financial Reporting Monthly rent roll sent on the 5th Yearly income statement 1099 Rent Collection (Including Late Fees) Owner Draw 10th/15th/EOM Tenant Ledgers Lease Renewal (reminders) Insurance Compliance (tenants) Generate Pay or Quit Notices 	<p>Bookkeeping / Reporting</p> <ol style="list-style-type: none">
<p>Maintenance</p> <ol style="list-style-type: none"> Work Order Management (<i>we will send Property Owner all work orders. Rentwell does not handle vendor coordination</i>) 24 Hour Emergency Maintenance call center 	<p>Maintenance</p> <ol style="list-style-type: none"> Vendor Dispatching Vendor Contract Management Vendor Invoice Collection Vendor Insurance Compliance
<p>Technology</p> <ol style="list-style-type: none"> Owner Portal Tenant Portal Cash Payment Barcode 	<p>Technology</p>