



**e-Executive Realty**  
 13760 Research Blvd. Ste 103  
 Austin, TX 78750

**Automatic Payment Authorization Form and Fee Schedule**

**Please Note: You must have current billing information on file at all times.**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **ST:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Fax:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**SS#:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ **DOB:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**TDL#:** \_\_\_\_\_ **Expiration:** \_\_\_\_\_ / \_\_\_\_\_

**Real Estate License #:** \_\_\_\_\_ **Expiration:** \_\_\_\_\_ / \_\_\_\_\_

**Referred by:** \_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **ST:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TREC Sponsorship Transfer Fee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Start-up Fee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Renewal Fee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Monthly Fee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Commission Split:** \_\_\_\_\_

Transaction Fee: \_\_\_\_\_ per transaction      E&O Fee: \_\_\_\_\_ per transaction

Quota Fee: \_\_\_\_\_ if you have not submitted \_\_\_\_\_ transactions every

\_\_\_\_\_ months as follows: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Fees to be paid by: \_\_\_\_\_ Bank Draft (attach a copy of check to this form)  
\_\_\_\_\_ Credit Card (information below and copy of card)

Card Holder's Name: \_\_\_\_\_

CC Type: \_\_\_\_\_ CC #: \_\_\_\_\_ Exp Date: \_\_\_\_\_ / \_\_\_\_\_

Zip code where you receive your credit card statements: \_\_\_\_\_

Signature of account holder if other than agent: I authorize e-Executive Realty to use the billing

information provided to pay \_\_\_\_\_ obligations until further notice.

\_\_\_\_\_ Date: \_\_\_\_\_

**Late Payment and Default:** Should you default on any payment obligation as called for in this agreement, the entire remaining balance plus any applicable fees shall be deemed due and payable upon demand. You will be subject up to a **\$35.00 Decline Fee** for returned checks, bank drafts, credit cards or debit cards due to (but not limited to) the following: NSF's, closed accounts, stopped payments, invalid accounts, declined credit card, lost or stolen credit card, holds on credit card, invalid or wrong credit card expiration dates etc. in addition to up to a **\$50.00 Late Fee** on the **3<sup>rd</sup> day** after your payment is due and a **\$15.00 Daily Late Fee** after the 3<sup>rd</sup> day, until the debt has been paid. **It is your responsibility to notify e-Executive Realty, in writing, of any change in your automatic draft payment method, including termination of sponsorship, 10 BUSINESS DAYS PRIOR to your draft date or you will be liable for those fees.** Any returned/declined credit card transactions will be drafted (2) days after the initial transaction and will include late fees. All unpaid fees may be deducted directly from any commission checks received for agent. In the event your fees remain past due for more than 30 days you **authorize e-Executive Realty to accept payment from SARMA Collections Inc.**, on your behalf, including an additional 30% fees for their services, at which point you will be required to make payment directly to them.

It is your responsibility to notify e-Executive Realty in writing of any change in your automatic draft payment method **10 business days** prior to your draft date. You grant e-Executive Realty the right to use the account information from any payment method or payments that you have given to redraft any past due amount and/or late fee without prior notice to you. Unless otherwise noted all contracts automatically renew on the anniversary date and the appropriate fees will be deducted from your account. You must notify us **IN WRITING**, 10 business days prior to renewal if you want to change plans, or chose not to renew your current plan.

Don't forget to record/deduct your automatic payment each month!

**I have read and understand the above contract and I authorize e-Executive Realty to process payment for all fees as described by the method listed above.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_