



Date: 11/1/2025

RE: Exclusive Property Management Service and Agent Referral Protection

This letter confirms the terms of the professional relationship between the parties listed below regarding the management of the property located at **[Property Address]** (the "Property").

Parties Involved:

- **Property Manager:** **[Your Name/Title]** (Elizondo Realty, LLC)
- **Property Owner/Client:** **[Client's Full Name(s)]**
- **Referring Agent:** **[Agent's Full Name]** ([Agent's Brokerage Name])

1. Scope of Service (Elizondo Realty, LLC)

The engagement of Elizondo Realty, LLC is **strictly and exclusively limited** to the ongoing property management of the Property. Our services include, but are not limited to: rent collection, maintenance coordination, tenant relations, and lease enforcement.

2. Agent Relationship Protection (Non-Compete)

Elizondo Realty, LLC explicitly commits to the following guarantees regarding the relationship with the Referring Agent and the Property Owner/Client:

- **No Solicitation:** Elizondo Realty, LLC will **never** solicit the Property Owner/Client for any services outside of the property management agreement.
- **Transactional Exclusivity:** The Referring Agent is designated as the **exclusive transactional agent** for the Property Owner/Client for all future transactional real estate needs, including **property buying and selling**.
- **Guaranteed Referral Back:** Should the Property Owner/Client inquire about listing the Property for sale, purchasing another property, or requiring transactional services, Elizondo Realty, LLC will immediately and confidently refer the Property Owner/Client **back to the Referring Agent**.

3. Referral Fee Confirmation

In gratitude for the referral, Elizondo Realty, LLC agrees to pay the Referring Agent a **referral fee of \$200.00**. This fee will be paid to the Referring Agent after the second month of the Property being successfully placed under management.

By signing below, all parties acknowledge and agree to the terms outlined in this letter, ensuring a clear division of service roles and the absolute security of the client-agent relationship.

Elizondo Realty, LLC (Property Manager)

Ernesto Elizondo/Designated Broker

Property Owner/Client

[Client's Printed Name]

Referring Agent

[Agent's Printed Name]