

\$75.00 Member Packet – New License

Jerry Holloway Holding and Referral, LLC  
517 394 3943

Thank you for your interest in Jerry Holloway Holding & Referral LLC. We have put together the following information packet for you to read, fill out, and return to us so we can process your license with our company.

Please feel free to call us with any question you may have at 517 394 3943 or toll free at 1 800 292 5945

We would also like to take this opportunity to thank you for your business....It is truly appreciated.

Sincerely,

**Darlene R Holloway**

Jerry Holloway Holding & Referral LLC

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To apply for a **new salesperson license** with the holding company

- \_\_\_\_\_1. You must apply for your License at [www.Michigan.gov/icola](http://www.Michigan.gov/icola) naming Jerry Holloway Holding and Referral LLC as your employing broker
- \_\_\_\_\_2. A \$68.00 application fee is required to apply for your license. Payment must be made to the **State of Michigan** directly.
- \_\_\_\_\_3. You must also include a check made out to Jerry Holloway's Holding And Referral in the amount of \$75.00. The fee for the holding company is \$75.00 per year and includes one 6 hour **live** continuing education class from Holloway's Institute per year.
- \_\_\_\_\_4. Fill out, sign and return the Jerry Holloway Holding Company membership agreement.
- \_\_\_\_\_5. Send Membership agreement and holding company fee to us at:

Jerry Holloway Holding & Referral LLC  
5606 S. Martin Luther King  
Lansing MI 48911

We do not list and sell real estate. While you are in the holding company and you refer either a buyer or a seller to an agent of your choice who does list and sell property, and there is a referral fee paid, the split is 60% of the referral fee given to you and 40% to Jerry Holloway's Holding and Referral.

If you have any questions, do not hesitate to contact us at 517 394 3943 or toll free at 1 800 292 5945.

Jerry Holloway Holding and Referral LLC

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**Jerry Holloway Holding & Referral LLC**  
**Live CE Membership Agreement**

Membership agreement between **Jerry Holloway Holding & Referral LLC**  
**5606 S Martin Luther King Jr. Blvd, Lansing, MI 48911** and

**Full Legal Name** \_\_\_\_\_

**Current Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**E-Mail Address** \_\_\_\_\_

**Permanent State ID Number** \_\_\_\_\_

Example 6501-123456.... You must have a ID number issued before you can get credit for Continuing Education with the State.

**Current Home Phone** \_\_\_\_\_

**Current Work Phone** \_\_\_\_\_

**Current Cell Phone** \_\_\_\_\_

**Social Security #** \_\_\_\_\_

**Date of Birth** \_\_\_\_\_

**Terms and Conditions of Enrollment:** There is no fixed or minimum term to this agreement. In consideration of his/her enrollment, the Enrollee recognizes that he/she is serving solely at the will of the Company and that his/her enrollment can be terminated by the Company, with or without cause, at any time, with or without notice from the Company.

**Jerry Holloway Holding & Referral LLC Policies are as follows:**

Our program goal is to help people to keep their license in an “active” status with as little effort and cost on the licenses part as possible. By including a CE class we also are educating our students with the most current information and trends

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available in the real estate and appraisal fields. “*Education the Key to Independence*”

Prerequisite requirements: Current real estate license from the State of Michigan or applying for one at the time of registration.

Enrollment Cost: enrollee’s pay 75.00 per calendar year. This fee does not however include any fees to transfer or renew your license with the State of Michigan.

Brokers and Associate Broker’s: We do not hold this type of license.....simply because you can just apply for an individual broker’s license and hold it yourself at home. Use form the state form LRE/010 or go to [www.michigan.gov/icola](http://www.michigan.gov/icola)

As a member of Jerry Holloway Holding & Referral LLC You fully understand that we do not Buy or Sell Real Estate and you may not work with customers and or clients to Buy or Sell Real Estate other than your own personal principal residence (ONLY) where no compensation is being paid to you by a Broker. You also agree under no circumstances will hold yourself out as an actively licensed salesperson and or associate broker at any time. Failure to comply with this paragraph will result in immediate termination from Jerry Holloway Holding & Referral LLC and your license being returned to the State of Michigan.

Non Sufficient funds Checks – A \$25.00 Service Charge on all Returned Checks and the possibility of having your license returned to the state.

Placement and Referral assistance: Jerry Holloway Holding & Referral LLC does not provide any assistance.

Referrals: Jerry Holloway Holding & Referral LLC referral agreement must be completed for each referring transaction with a copy going to the closing broker and a copy submitted to our office. **NO commissions will be paid without this document in your file prior to the closing and commission checks being received. For additional copies call our office**

Referral Splits: You receive 60% and Jerry Holloway Holding & Referral LLC keeps 40% of the referral negotiated by you....

Continuing Education Classes: A free “Live” 6 hour continuing education class is included with your membership\* at any one of our locations and sponsored by Holloway's Institute Inc only (we do have several live locations available) If you are ever uncertain of what classes are included please call our office for confirmation prior to enrolling, as no refunds will be issued for the unapproved classes taken by mistake.

\* Provided you take the course in the 12 month period of your current 1 year membership. Classes not taken during your membership period will be forfeited and regular prices will apply. Members registering 7 calendar days or less prior to

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class will incur an additional \$10.00 fee as do all students of Holloway's Institute Inc. You must also be a current member or applying for membership to schedule your "free" class.

Refunds: 100% membership refunds will be issue if membership is cancelled in the first 30 days and you have not taken you free CE If you have taken your CE then a refund of \$20.00 will be issued No refunds will be issued after 30 days.

Jerry Holloway Holding & Referral LLC reserves the right to change, revoke or pass along enrollment increases to enrollee's at any time.

I have read and understand the Jerry Holloway Holding & Referral LLC Policies

Signatures

**ACKNOWLEDGED AND AGREED, FOR THE COMPANY**

*Jerry W. Holloway*

\_\_\_\_\_

Date

\_\_\_\_\_  
Name/Signature

\_\_\_\_\_  
President/Owner  
Title

**ACKNOWLEDGED AND AGREED, FOR ENROLLEE**

\_\_\_\_\_  
Name/Signature

\_\_\_\_\_  
Date

**Return to:**

**JERRY HOLLOWAY'S HOLDING AND REFERRAL, LLC**  
**5606 S. MARTIN LUTHER KING BLVD.**  
**LANSING, MI 48911**  
PHONE: 517-394-3943 Lansing Area  
1-800-292-5945  
FAX #: 517-394-4941  
EMAIL: [Information@hollowaysinstitute.com](mailto:Information@hollowaysinstitute.com)

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This Is a Sample Referral Agreement: NO NEED TO FILLOUT AND RETURN at this time!

**JERRY HOLLOWAY’S HOLDING AND REFERRAL, LLC  
5606 S. MARTIN LUTHER KING BLVD.  
LANSING, MI 48911**

REFERRAL AGREEMENT

THIS AGREEMENT IS BETWEEN JERRY HOLLOWAY’S HOLDING AND REFERRAL, LLC

AND

\_\_\_\_\_.

IT IS HERBY AGREED THAT SHOULD THE BUYER OR SELLER NAMED BELOW:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PURCHASE OR SELL PROPERTY THAT A \_\_\_\_\_% REFERRAL FEE SHALL BE PAID

TO JERRY HOLLOWAY’S HOLDING AND REFERRAL, LLC AND SENT TO 5606 S. MARTIN

LUTHER KING BLVD., LANSING, MICHIGAN 48911.

THE NAME OF THE REFERRING AGENT IS:

\_\_\_\_\_

AGREED THIS DATE \_\_\_\_\_, \_\_\_\_\_ BETWEEN:

\_\_\_\_\_

\_\_\_\_\_

REFERRING AGENT

SELLER’S OR BUYER’S AGENT

PHONE: 517-394-3943 Lansing Area  
1-800-292-5945

FAX #: 517-394-4941

EMAIL: Information@hollowaysinstitute.com

\*Please make copies of this form as needed