

## Policies Jerry Holloway Holding and Referral LLC:

Revised 12/2008 Effective January 1 2009

**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 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 \$(needs to be chosen) 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: Three Options

1. NO continuing education class Included
2. A free "Live" 6 hour continuing education class is included with your 75.00 per year 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.
3. A free "Online" 6 hour continuing education Package is included with your 100.00 per year membership\* from our Online Partner <http://holloways.fastclass.com/> 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. And the state will not give you credit for classes that have been repeated.

\* 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 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.

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Member

**RETURN TO: JERRY HOLLOWAY'S HOLDING AND REFERRAL, LLC  
5606 S. MARTIN LUTHER KING Jr. 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)**