**LOGO**

**AUTHORITY TO COMPLETE AND SIGN CONTRACTUAL DOCUMENTATION**

In accepting the terms and conditions of the Employment Agreement, you hereby accept the responsibility for the completion and executing of the following contractual documentation. Every effort will be made to complete ALL documentation in accordance with current legislation.

Documentation not listed will require the prior approval of management before you undertake the task of completing and signing the relevant form.

* Comparative Market Analysis
* Written explanation regarding Market Price
* Contract of Sale
* Issuing of Trust Account receipts
* Confirmation of Conjunction Form
* Warning Statement PAMD Form 30c
* Beneficial Interest PAMD Form 28
* Disclosure to Buyer PAMD Form 27
* Appointment to Act as a Real Estate Agent PAMD Form 22a
* Reappointment of Real Estate Agent PAMD Form 23
* Appointment to Act as Auctioneer (if applicable) PAMD Form 24a

Whilst contracted by this Employer Agreement with **(COMPANY)** every effort will be taken to protect the licensee, this will be addressed through the highest level of compliance in respect to the completion of all documentation.

Sales Consultant Date

 **(NAME)**