

VALUE ADD EXECUTIVE OFFICES

1245 HURSTVIEW DR & 1244 KARLA DR | HURST, TX 76053

OFFERING MEMORANDUM

VALUE ADD EXECUTIVE OFFICES

1245 HURSTVIEW DR & 1244 KARLA DR | HURST, TX 76053

EXCLUSIVELY LISTED BY



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MATTHEWS[™]
REAL ESTATE INVESTMENT SERVICES





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SECTION 1

EXECUTIVE SUMMARY





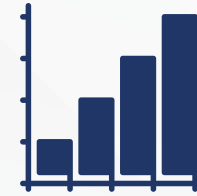
\$1,150,000

LIST PRICE



8.00%

CAP RATE



±22,442 SF

GLA



1962

YEAR BUILT

PROPERTY HIGHLIGHTS

THE OPPORTUNITY

- Two well located executive office buildings in one parcel. At a price point of \$1,500,000, this opportunity allows an investor to purchase over 22,000 SF of real estate at a price per square foot of just \$51.24.

TOP MSA

- The subject property is in the heart of Dallas-Fort Worth MSA (4th Largest in the country)
- There are over 244,000 residents within the 5 mile radius

VALUE ADD OPPORTUNITY

- A total of 28 tenants between two buildings and all operating under short term leases. Through renewals and assigning longer lease terms, there is significant upside for a Value-Add Investor.

BELOW MARKET RENT

- Historically, the owner has not pushed rents aggressively. Costar reports that this market demands north of \$20.00 PSF, while the property is currently generating less than \$8.00 PSF.
- This spread outlined above offers substantial upside in the future and another reason for a Value-Add investor to acquire this deal

STRATEGICALLY LOCATED

- Just 12 miles from the Dallas Fort Worth International Airport.
- Easy access to Highway 183 and Interstate 820, providing access throughout the metroplex.

ATTRACTIVE CAP RATE

- Priced at an 8% cap rate and factoring in the upside potential, this investment opportunity offers a strong return for DFW located Real Estate

SECTION 2

FINANCIAL SUMMARY



FINANCIAL SUMMARY (TWO BUILDINGS)

RENTAL INCOME (28 TENANTS)	\$179,220.00
EXPENSES	
TAXES	\$22,308.76
INSURANCE	\$14,918.00
R&M (5.00% INCOME)	\$8,961.00
UTILITIES	\$26,839.91
ADMIN/MISC FEES/CLEANING	\$14,202.00
TOTAL OPERATING EXPENSE	\$87,230.00
NET OPERATING INCOME	\$91,990.00

For more financing information,
please contact a Matthews™
Capital Markets Agent:

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Hurstview Executive



183

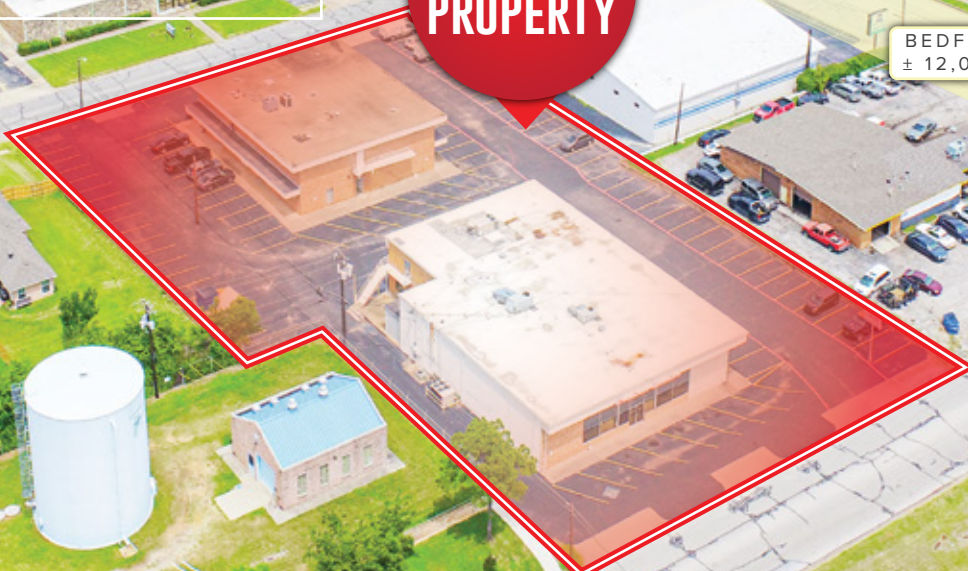
± 143,000 VPD



SUBJECT PROPERTY



BEDFORD RD
± 12,000 VPD





DOWNTOWN FORT WORTH

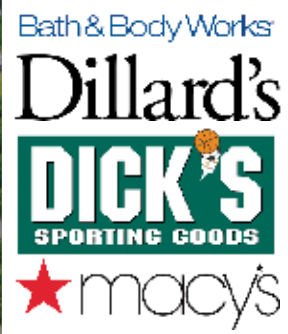
± 8 MILES AWAY

INDUSTRIAL SECTOR



NORTHEAST MALL

SHOPPING MALL



- AL'S FORMAL WEAR
- CHAMPS
- CLAIRE'S
- EXPRESS
- FINISH LINE
- FOOT LOCKER
- FRANSCAS
- JOURNEYS
- RAVE MOTION PICTURES
- SUNGLASS HUT
- T-MOBILE
- WINDSOR
- ZALES
- ETC.



MARKET STREET VILLAGE

SHOPPING MALL



- CHICK FIL A
- CHIPOTLE
- DSW
- EL POLLO LOCO
- FREEBIRDS
- JARED
- JERSEY MIKES
- MATTRESS FIRM
- MEN'S WARHOUSE
- OLD NAVY
- TUESDAY MORNING
- ULTA BEAUTY
- VITAMIN SHOPPE
- ETC.



BEDFORD RD
± 12,000 VPD

SECTION 3

AREA SUMMARY



38,976
HURST RESIDENTS

10%
PROPERTY VALUE GROWTH

\$190,800
MEDIAN PROPERTY VALUE

POPULATION

	1-Mile	3-Mile	5-Mile
2026 Projection	12,896	120,981	255,531
2021 Population	12,590	116,002	244,708
Growth 2021-2026	0.5%	0.9%	0.9%

HOUSEHOLDS

	1-Mile	3-Mile	5-Mile
2026 Projection	5,237	48,913	100,302
2021 Population	5,110	46,985	96,239
Growth 2021-2026	0.5%	0.8%	0.8%

INCOME

	1-Mile	3-Mile	5-Mile
Avg Household Income	\$76,143	\$88,335	\$97,831

HURST, TX

Hurst is a city in the U.S. state of Texas located in the densely populated portion of northeastern Tarrant County and is part of the Dallas–Fort Worth metropolitan area. It is considered a Dallas and Fort Worth suburb and is part of the Mid-Cities region. It is 13 miles from the Dallas/Fort Worth International Airport. The City of Hurst is surrounded by other communities including Bedford, Euless, Fort Worth, Richland Hills, North Richland Hills, Grapevine, and Colleyville. Hurst's education system is sponsored and served by the Hurst-Euless-Bedford Independent School District, while other school districts Grapevine-Colleyville ISD and Birdville ISD serve the far north and far west portions.

POINTS OF INTEREST

- Tarrant County College - Built in 1961
- Tarrant County Northeast Courthouse - Newly constructed
- Bell Helicopter Headquarters
- The Hurst/Bell Station - Jointly owned by the Dallas Area Rapid Transit and the Trinity Railway Express
- North East Mall - Ranked the #1 Shopping Mall in Tarrant County and is the third largest mall in the state of Texas

FORT WORTH: A DESTINATION REDEFINED

Fort Worth, the City of Cowboys and Culture, is the 16th largest city in the United States and part of Texas' #1 tourist destination. An easily accessible international and domestic leisure destination, the city is conveniently located 17.5 miles away from Dallas-Fort Worth International Airport, which serves as a gateway for visitors from all over the world.

The city's nine major districts provide numerous possibilities for entertainment, cultural experiences, premier shopping and delicious cuisine. Residents have access to high-quality amenities for a low cost of living and educational opportunities ranging from grade school to research universities. Fort Worth maintains its small-town feel and hospitality as it embraces modernization and growth opportunities: It is one of the top locations in the country to live and work.

ECONOMIC SNAPSHOT

Known as the most typically Texan of all Texas cities, Fort Worth balances its agriculture, cattle and oil heritage seamlessly with an ever-growing array of new businesses and industries. It is a city of partnership and progress that has evolved into one of the best places to do business in Texas. Burgeoning business opportunities are attracting international investment and world-class companies, earning Fort Worth a global reputation as a center for commerce.

Already a major center for industry, technology, distribution and transportation, Fort Worth offers corporations the best of Texas – an unparalleled mix of thriving businesses, entrepreneurial spirit, and an outstanding quality of life. An abundance of land and low operation costs distinguish Fort Worth from neighboring Dallas, especially for companies that need lots of space. Fort Worth has several major business parks located throughout the city, presenting copious opportunities for warehousing, industrial and other business space to suit the needs of effectively any company. Featured benefits of these business parks include foreign trade zone and triple freeport status.

Many of the nation's largest and most successful companies are already operating headquarters, manufacturing centers or distribution hubs in Fort Worth. These renowned businesses are in a wide array of industry clusters including natural gas, life sciences, logistics, aviation and aerospace, and manufacturing. To meet the demand for space, shopping centers, industrial building and offices are continuously being constructed, rendering real estate as one of the most dynamic sectors of the local economy.

HIGHER LEARNING

Dallas-Fort Worth provides exceptional education opportunities with seven universities and colleges located in the immediate area. Every year matriculating students join the ever-growing pool of employees. It is this diverse and talented workforce that has remained a competitive advantage for the area in attracting relocating businesses.



TEXAS CHRISTIAN UNIVERSITY

5.1 MILES FROM SUBJECT PROPERTY | 11 MINUTES DRIVING DISTANCE

Texas Christian University, or TCU, is the most prominent university in Fort Worth. Located about three miles from downtown, TCU's 325-acre campus consists of eight constituent colleges and schools. With a combined total undergraduate and graduate enrollment of over 10,000, TCU offers its students 119 undergraduate areas of study, 53 master's level programs and 28 areas of doctoral study.

DOWNTOWN FORT WORTH

Downtown Fort Worth is the central business district of Fort Worth and is home to many commercial office buildings. From well-known national firms to local up-and-comers, downtown is the place to grow for any business.

A place unlike any other, the city center is cutting edge, fresh, exciting, and quintessentially Texan. It is the perfect place to experience Fort Worth's friendly ambiance and vibrant community. Day and night, downtown is abuzz with people who are fully immersed in the best nightlife, dining and entertainment Fort Worth has to offer.

**VOTED ONE OF THE MOST
WALKABLE DOWNTOWNS IN THE
UNITED STATES**

DEVELOPMENT

Fort Worth's population continues to boom as people flock to the city, drawn by its steady economy, topnotch entertainment and easy going lifestyle. This recent growth has prompted the City of Fort Worth to pursue new approaches in handling major population surges.

Piloted by the Trinity River Vision Authority (TRVA), the Trinity River Vision (TRV) is a master plan for sustainable redevelopment of Fort Worth's downtown core surrounding the Trinity River. Now in progress, the most well-known of the Trinity River Vision projects is that which will transform a once-neglected and under-used section of the Trinity River into an urban riverfront community: The Panther Island Plan. In creating a waterfront neighborhood just north of downtown Fort Worth, the Panther Island Plan will effectively be doubling the size of the downtown area, consequently generating more than \$600 million in economic development activity solely in the first decade alone.

Panther Island is the largest mixed-use development in Fort Worth, opening up for the development of 800 acres connecting downtown, the cultural district and the stockyards as well as creating twelve miles of urban waterfront development potential. An inspired collection of area requirements, such as smarter zoning, will encourage sustainable central city development of over three million square feet of commercial space and 10,000 mixed-income households.

MAGNOLIA AVENUE

On the southside of Fort Worth is a hipster enclave called Magnolia that's become one of the busiest pockets of the city. The streets here are lined with eccentric bars, coffee shops, vegan diners and B-Cycle stations — a citywide bike-share program. It's a newer neighborhood — still gentrifying, still up-and-coming, with chic hot spots thriving inside decades old buildings. The result: a funky-chic neighborhood where the antique meets the modern.

COMPANY HEADQUARTERS





WEST 7TH

9.3 MILES FROM SUBJECT PROPERTY | 14 MINUTES DRIVING DISTANCE

Located on Seventh Street and University Drive near the Fort Worth business and cultural districts, West 7th is a 13-acre urban village that has quickly become one of the hottest entertainment scenes in the city. This trendy, pedestrian-friendly area is a strategic blend of urban elements in a mixed-use community offering high-concept dining, local specialty fashion retailers, unique entertainment venues, office and residential communities.

Crockett Row at West 7th is a popular urban development that links downtown Fort Worth, the Will Rogers Memorial Center and the Cultural District. With a modern vibe and a distinctive mix of great shopping, restaurants and nightlife, this development is anticipated to attract more and more visitors.

SUNDANCE SQUARE

9.3 MILES FROM SUBJECT PROPERTY | 13 MINUTES DRIVING DISTANCE

At the heart of Fort Worth's growing entertainment district, Sundance Square is the epitome of urban design and functionality and is one of the safest urban areas in the country. A 35-block development filled with boutiques, restaurants, night spots, and art galleries, Sundance Square is one of the best entertainment and shopping districts in the Southwest. The past and future intertwine in the square's 42 modern and historic buildings, red-brick streets, and expansive plaza, adding to its authenticity and charm.

FROST TOWER

9.1 MILES FROM SUBJECT PROPERTY | 12 MINUTES DRIVING DISTANCE

Frost Tower is a 25-story, high-rise luxury office building currently under construction in downtown Fort Worth. When it opened for business in early 2018, the \$115 million tower transformed the Fort Worth skyline.

Designed by Bennett Benner Partners for Anthracite Realty Partners, LLC, the building includes retail, office, parking and residential units. Jetta Operating Company, Inc. and Frost Bank are the main building tenants with additional lease space available. Parking spaces for the Fort Worth Club & Morningstar have been designed into the parking garage to provide convenient access to their facilities. Pedestrian access to the new tower is along Taylor Street, where visitors have access to a bank of high efficiency elevators taking them to the Sky Lobby level. Ground floor retail space enlivens the streetscape along 5th, Taylor and 6th Streets.

Modern, high-efficiency pedestrian lights further enhance the pedestrian experience by providing a well illuminated streetscape at the building perimeter. The Sky Lobby features views of surrounding downtown buildings as well as a security & visitor check-in area that guests will pass through on their way to the office tower elevator bank.



DFW

The Dallas–Fort Worth metroplex encompasses 11 counties. It is the economic and cultural hub of North Texas and the most populous metropolitan area in both Texas and the Southern United States, the fourth-largest in the U.S., and the tenth-largest in the Americas. The metropolitan region’s economy is primarily based on banking, commerce, insurance, telecommunications, technology, energy, healthcare, medical research, transportation, and logistics. As of 2020, Dallas–Fort Worth is home to 24 Fortune 500 companies, the third-largest concentration of Fortune 500 companies in the United States behind New York City and Chicago. In 2016, the metropolitan economy surpassed Houston to become the fourth-largest in the U.S. The Dallas–Fort Worth metroplex boasted a GDP of just over \$620.6 billion in 2020. If the Metroplex were a sovereign state, it would have the twentieth largest economy in the world as of 2019.



7.6M
DFW
MSA POPULATION



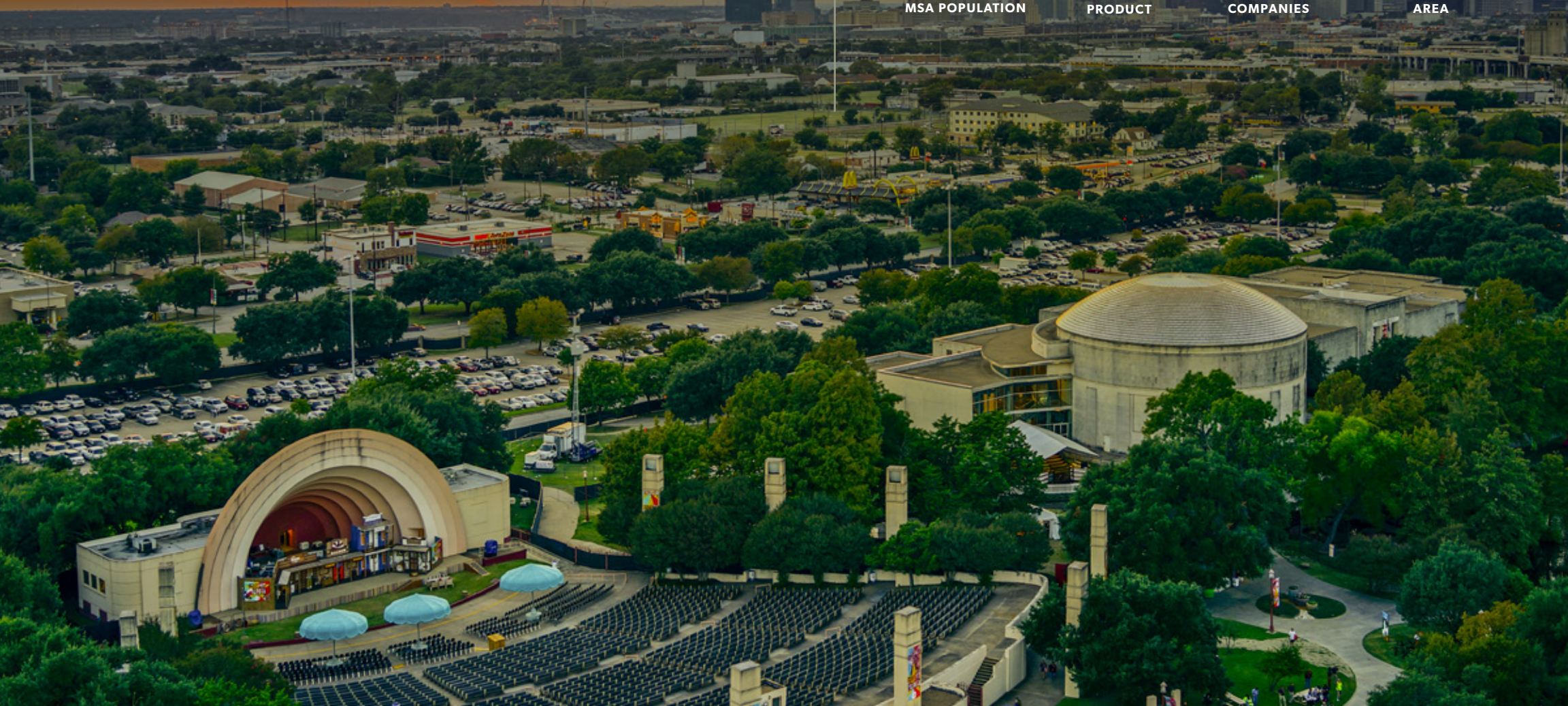
\$620.6B
GROSS METRO
PRODUCT



24
FORTUNE 50
COMPANIES



3rd Largest
U.S. METROPOLITAN
AREA



BANKING & FINANCE

Banking and finance play a key role in the area's economy. DFW recently surpassed Chicago to become the second-largest financial services hub in the nation, eclipsed only by New York.



INFORMATION TECHNOLOGY

The Metroplex also contains the largest Information Technology industry base in the state (often referred to as Silicon Prairie or the Telecom Corridor, especially when referring to US-75 through Richardson, Plano and Allen just north of Dallas itself). This area has a large number of corporate IT projects and the presence of numerous electronics, computing and telecommunication firms



COMPANIES HEADQUARTERED IN DFW

- » AT&T, the largest telecommunications company in the world, is headquartered at the Whitacre Tower in downtown Dallas.
- » ExxonMobil and McKesson, respectively the 2nd and 7th largest Fortune 500 companies by revenue, are headquartered in Irving, Texas.
- » Fluor, the largest engineering & construction company in the Fortune 500, is also headquartered in Irving.
- » In October 2016, Jacobs Engineering, a Fortune 500 company and one of the world's largest engineering companies, relocated from Pasadena, California to Dallas.
- » Toyota USA, in 2016, relocated its corporate headquarters to Plano, Texas.
- » Southwest Airlines is headquartered in Dallas and has more than 58,000 employees.



**GRAPEVINE/SOUTHLAKE/
COPPELL/WESTLAKE**

CORE-MARK**
GAMESTOP
SABRE

IRVING

EXXON MOBILE
MCKESSON
FLUOR
KIMBERLY-CLARK
PIONEER NATURAL RESOURCES
VISTRA ENERGY
CELANESE
MICHAELS COS.
COMMERCIAL METALS
FLOWSERVE
DARLING INGREDIENTS
NEXSTAR MEDIA GROUP

FORT WORTH

AMERICAN AIRLINES GROUP
RANGE RESOURCES

ARLINGTON

D.R. HORTON

DENTON

SALLY BEAUTY
GUTTERTH

MCKINNEY

TORCHMARK CORP.

PLANO

J.C. PENNEY
YUM CHINA HOLDINGS
ALLIANCE DATA SYSTEMS
CINEMARK HOLDINGS
RENT-A-CENTER

RICHARDSON

LENNOX INTERNATIONAL
FOSSIL GROUP

DALLAS-LBJ CORRIDOR

TEXAS INSTRUMENTS
BRINKER INTERNATIONAL
ATMOS ENERGY

DOWNTOWN DALLAS

AT&T
ENERGY TRANSFER EQ.
TENET HEALTHCARE
HOLLYFRONTIER
JACOBS ENGINEERING GROUP
DEAN FOODS
BUILDERS FIRSTSOURCE
ENLINK MIDSTREAM
NEIMAN MARCUS GROUP
COMERICA
PRIMORIS SERVICES
TRINITY INDUSTRIES

DALLAS LOVE FIELD

SOUTHWEST AIRLINES

**SUBJECT
PROPERTY**

DALLAS, TX

Dallas is a city where big ideas meet big opportunity. The city revolves around a bustling downtown area that expands through an assortment of neighborhoods and commercial centers, supported by a network of freeways that exceeds almost any other city. It boasts the largest urban arts district in the nation.

The central core of Dallas has experienced a steady and significant growth that speaks to its highly diversified economy. It has become a hub for real estate and business, establishing itself as one of the largest concentrations of corporate headquarters for publicly traded companies such as American Airlines, Neiman Marcus, Kimberly-Clark, JCPenney, ExxonMobil and many others.

The Dallas economy is expected to grow over the next couple of decades making it the perfect time to not only invest in Dallas real estate but also relocate. As the 9th largest city in the country, Dallas has something for everyone. It combines clashing images of the city skyline and cowboy vibes. Yet, the city of Dallas describes itself best with the motto: "Big Things Happen Here."

BEST PLACE TO RETIRE 2020

- FORBES 2020

#2 BEST PLACE FOR BUSINESS AND CAREERS

- FORBES 2019

#1 VISITOR AND LEISURE DESTINATION IN TEXAS

- VISIT DALLAS



MAJOR SHOPPING & ENTERTAINMENT DISTRICTS

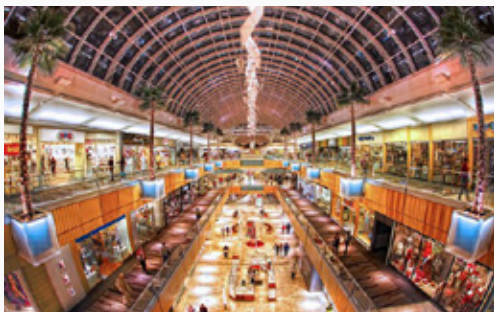
In addition to its large number of businesses, Dallas has more shopping centers per capita than any other city in the United States and is also home to the second shopping center ever built in the United States, Highland Park Village, which opened in 1931.

Dallas is home of the two other major malls in North Texas. Both malls feature high-end stores and are major tourist draws for the region:

- Galleria Dallas, a unique urban shopping destination with attached hotel and office buildings, has nearly 200 nationally and internationally recognized shops and restaurants surrounding an impressive ice rink. It hosts 19 million visitors annually.
- North Park Center is 2.3 million sq. ft. with over 235 distinctive stores and restaurants. It features museum-quality modern art pieces and is the second largest mall in Texas.

Downtown Dallas is home to Neiman Marcus' flagship store as well as boutiques, restaurants, clubs, and a growing farmers market scene. Nearby West Village, Deep Ellum, the Cedars, and Uptown are popular mixed-use destinations for shops and restaurants.

The Dallas area has more restaurants per capita than any other U.S. city. Clusters of unique restaurants and shops are scattered throughout the city, notably in destinations in Downtown, Uptown, Bishop Arts District, Deep Ellum, Greenville Avenue, Knox-Henderson, and Lakewood. The newest center of dining is Trinity Groves, an evolving 15-acre restaurant, artist, and entertainment destination in West Dallas.



DALLAS CULTURE

Dallas boasts the largest concentrated urban arts district in the nation. The Dallas Arts District was established in 1983 to centralize the art community and provide adequate facilities for cul-tural organizations. Institutions include the Dallas Museum of Art the Morton H. Meyerson Symphony Center the Dallas Theater Center the Booker T. Washington High School for the Performing and Visual Arts the Trammell and Margaret Crow Collection of Asian Art and the Nasher Sculpture Center.

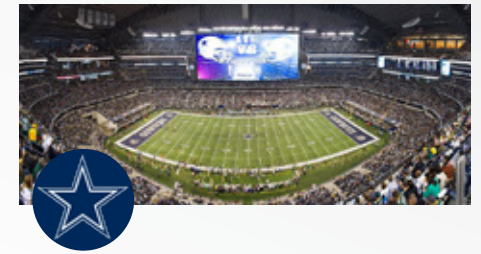


DALLAS EVENTS

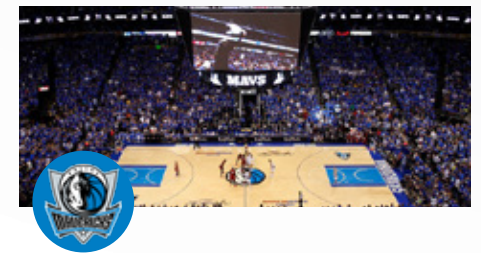
State Fair of Texas, which has been held annually at Fair Park since 1886. The Fair is a massive event, bringing in an estimated \$350 million to the city's economy annually. The Red River Shootout, which pits the University of Texas at Austin against The University of Oklahoma at the Cotton Bowl also brings significant crowds to the city. The city also hosts the State Fair Classic and Heart of Dallas Bowl at the Cotton Bowl. Other well-known festivals in the area include several Cinco de Mayo celebrations hosted by the city's large Mexican American population, and Saint Patrick's Day parade along Lower Greenville Avenue, Juneteenth festivities, Taste of Dallas, the Deep Ellum Arts Festival, the Greek Food Festival of Dallas, and the annual Halloween event "The Wake" featuring lots of local art and music.



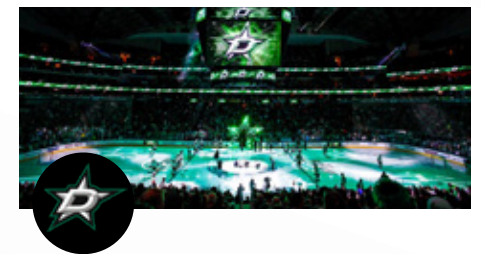
TEXAS RANGERS
(Major League Baseball)



DALLAS COWBOYS
(National Football League)



DALLAS MAVERICKS
(National Basketball Association)



DALLAS STARS
(National Hockey League)

CONFIDENTIALITY AGREEMENT & DISCLAIMER

This Offering Memorandum contains select information pertaining to the business and affairs of **Office Buildings** located at **1245 Hurstview Dr & 1244 Karla Dr | Hurst, TX 76053** (“Property”). The Offering Memorandum may not be all-inclusive or contain all of the information a prospective purchaser may desire. The information contained in this Offering Memorandum is confidential and furnished solely for the purpose of a review by a prospective purchaser of the Property. It is not to be used for any other purpose or made available to any other person without the written consent of Seller or Matthews Real Estate Investment Services. The material and information in the Offering Memorandum is unverified. Matthews Real Estate Investment Services has not made any investigation, and makes no warranty or representation, with respect to square footage, income and expenses, the future financial performance of the property, future rent, and real estate value market conditions, the condition or financial prospects of any tenant, or the tenants’ plans or intentions to continue to occupy space at the property. All prospective purchasers should conduct their own thorough due diligence investigation of each of these areas with the assistance of their accounting, construction, and legal professionals, and seek expert opinions regarding volatile market conditions given the unpredictable changes resulting from the continuing COVID-19 pandemic. The information is based in part upon information supplied by the Owner and in part upon financial information obtained from sources the Owner deems reliable. Owner, nor their officers, employees, or real estate agents make any representation or warranty, express or implied, as to the accuracy or completeness of this Offering Memorandum, or any of its content, and no legal liability is assumed or shall be implied with respect thereto. Prospective purchasers should make their own projections and form their own conclusions without reliance upon the material contained herein.

By acknowledging your receipt of this Offering Memorandum for the Property, you agree:

1. The Offering Memorandum and its contents are confidential;
2. You will hold it and treat it in the strictest of confidence; and
3. You will not, directly or indirectly, disclose or permit anyone else to disclose this Offering Memorandum or its contents in any fashion or manner detrimental to the interest of the Seller.

Matthews Real Estate Investment Services is not affiliated with, sponsored by, or endorsed by any commercial tenant or lessee in the Offering Memorandum. The presence of any corporation’s logo or name is not intended to indicate or imply affiliation with, or sponsorship or endorsement by, said corporation of Matthews Real Estate Investment Services.

Owner and Matthews Real Estate Investment Services expressly reserve the right, at their sole discretion, to reject any and all expressions of interest or offers to purchase the Property and to terminate discussions with any person or entity reviewing this Offering Memorandum or making an offer to purchase the Property unless and until a written agreement for the purchase and sale of the Property has been fully executed and delivered.

If you wish not to pursue negotiations leading to the acquisition of the Property or in the future you discontinue such negotiations, then you agree to purge all materials relating to this Property including this Offering Memorandum.

A prospective purchaser’s sole and exclusive rights with respect to this prospective transaction, the Property, or information provided herein or in connection with the sale of the Property shall be limited to those expressly provided in an executed Purchase Agreement and shall be subject to the terms thereof. In no event shall a prospective purchaser have any other claims against Seller or Matthews Real Estate Investment Services or any of their affiliates or any of their respective officers, Directors, shareholders, owners, employees, or agents for any damages, liability, or causes of action relating to this solicitation process or the marketing or sale of the Property.

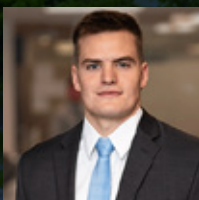
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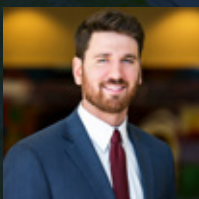
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MATTHEWSTM
REAL ESTATE INVESTMENT SERVICES





Information About Brokerage Services

Texas law requires all real estate license holders to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

TYPES OF REAL ESTATE LICENSE HOLDERS:

- **A BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- **A SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A client is the person or party that the broker represents):

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker;
- Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

AS AGENT FOR OWNER (SELLER/LANDLORD): The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent or subagent by the buyer or buyer's agent.

AS AGENT FOR BUYER/TENANT: The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent.

AS AGENT FOR BOTH - INTERMEDIARY: To act as an intermediary between the parties the broker must first obtain the written agreement of *each party* to the transaction. The written agreement must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May, with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinions and advice to, and carry out the instructions of each party to the transaction.
- Must not, unless specifically authorized in writing to do so by the party, disclose:
 - that the owner will accept a price less than the written asking price;
 - that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
 - any confidential information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

AS SUBAGENT: A license holder acts as a subagent when aiding a buyer in a transaction without an agreement to represent the buyer. A subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first.

TO AVOID DISPUTES, ALL AGREEMENTS BETWEEN YOU AND A BROKER SHOULD BE IN WRITING AND CLEARLY ESTABLISH:

- The broker's duties and responsibilities to you, and your obligations under the representation agreement.
- Who will pay the broker for services provided to you, when payment will be made and how the payment will be calculated.

LICENSE HOLDER CONTACT INFORMATION: This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

Kyle Matthews/Matthews Retail Group Inc.	678067	kyle.matthews@matthews.com	(310) 919-5757
Licensed Broker /Broker Firm Name or Primary Assumed Business Name	License No.	Email	Phone
Kyle Matthews	678067	kyle.matthews@matthews.com	(310) 919-5757
Designated Broker of Firm	License No.	Email	Phone
_____ Licensed Supervisor of Sales Agent/ Associate	License No.	Email	Phone
_____ Sales Agent/Associate's Name	License No.	Email	Phone

Buyer/Tenant/Seller/Landlord Initials

Date