

The purpose of this notice is to inform Prospective Tenant(s) of the terms for the Broker's assistance with rental services. All real estate brokers and salespersons are required by Massachusetts regulations to provide prospective tenants with a written fee disclosure when a fee will be sought from the prospective tenant. Prospective Tenant(s) should review and sign this disclosure.

**1. FEE FOR SERVICES.** The Broker charges Prospective Tenant(s) a fee for services when assisting in the search for a house, condominium, apartment or other dwelling to rent. Unless otherwise agreed, no agency relationship is created.

**2. AMOUNT.** The Total Amount due from Prospective Tenant(s), collectively, to Broker shall be \_\_\_\_\_

**3. TIME / MANNER OF PAYMENT:** Payment(s) is/are due from the Prospective Tenant(s) by check or cash at the time of the following event(s). Time is of the essence:

- (a) \_\_\_\_\_ upon signing this document
- (b) \_\_\_\_\_ upon Prospective Tenant(s) signing a rental application
- (c) \_\_\_\_\_ upon Tenant(s) signing a lease or other rental agreement
- (d) \_\_\_\_\_ upon \_\_\_\_\_

**Broker** (check one)  will  will not be owed a fee by Prospective Tenant(s) if compensation is received from listing broker and/or property owner/Landlord.

**4. TENANCY NOT CREATED.** If a tenancy is not created, the Prospective Tenant(s)  shall /  shall not [check one] be entitled to a  full /  partial (check one) refund of amounts previously paid. No refund shall be due if a Prospective Tenant(s) has(have) made a false statement, has intentionally omitted requested information or has committed another wrongful act. If entitled to a partial refund, it shall be calculated as follows: \_\_\_\_\_

**5. RECEIPT OF PAYMENT.** Broker received payment in the amount of \$ \_\_\_\_\_ on (date) \_\_\_\_\_ by Prospective Tenant(s) by (check one)  cash  check  credit card  other \_\_\_\_\_

Print Name of Real Estate Brokerage Firm and License Number \_\_\_\_\_

Signature of Salesperson or Broker and License Number \_\_\_\_\_

Date Fee Disclosure Was Given To Prospective Tenant(s): \_\_\_\_\_, \_\_\_\_\_

**ACKNOWLEDGMENT BY TENANT(S).** I (we), the Prospective Tenant(s), hereby acknowledge receipt of a copy of this Broker's Fee Disclosure and, in consideration for Broker's promise to provide services, agree to its terms.

\_\_\_\_\_  
SIGNATURE OF PROSPECTIVE TENANT

\_\_\_\_\_  
SIGNATURE OF PROSPECTIVE TENANT

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
PRINT NAME

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ADDRESS

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ADDRESS

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TELEPHONE

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TELEPHONE

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EMAIL

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EMAIL

*\*Note to Real Estate Licensee: If Prospective Tenant(s) refuse(s) to sign, check here  and print Tenant's name(s) above. Broker should retain original and give Prospective Tenant(s) a copy.*