

FRANCHISE CONVERSION APPLICATION

REALTY**ONE**GROUP
IS THE WORLD'S FASTEST *growing*
REAL ESTATE BRAND

and we thank you for your interest in an exciting franchise opportunity with Realty**ONE**Group International.



This application will help you to provide us with certain qualifying information about you and/or your company. Any offer to sell, and any solicitation of an offer to purchase a franchise is made only by means of our franchise disclosure document and only in states where such offers and solicitations are permitted by law. In no way should our receipt of your completed application be deemed as approval or acceptance and/or granting membership in our franchise system. We reserve the express right to approve or disapprove this franchise application in our sole discretion and there shall be no binding obligations on either party unless and until both parties have executed a definitive Franchise Agreement.

REALTY**ONE**GROUP INTERNATIONAL
WWW.REALTYONEGROUP.COM • WWW.OWNAONE.COM
PLEASE SUBMIT ALL APPLICATIONS TO: [KELLY.OWSLEY@REALTYONEGROUP.COM](mailto:kelly.owsley@realtyonegroup.com)

Primary Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Email Address: _____

The Franchise Representative for Realty**ONE**Group I am working with is: _____

I) CONVERSION BROKERAGE QUESTIONNAIRE

1. Are you currently in the real estate business?

- ☐ Office Owner ☐ Producing Agent ☐ New Agent *(in business 24 months or less)* ☐ Lender
☐ Property Manager ☐ Other

2. Tell us about your Brokerage...Brag a little:

3. Name of current Brokerage: _____

4. Do you own this Brokerage: _____

5. Please explain the extent of any experience you have running or managing any business(es):

6. What are the qualities you see in yourself that would make you a great Master Franchise Owner and Realty**ONE**Group affiliate?

7. Tell us about the existing relationships, you have with the agent population in your market:

8. When was the brokerage founded?_____

9. How many offices does the brokerage operate?_____

10. Is the space(s) housing your brokerage: ☐ Owned ☐ Leased

(Please explain if necessary): _____

11. What is the size of the space?_____ square feet

(Please explain if necessary): _____

12. How many employees make up your staff? _____

13. What are their roles?_____

14. How many agents are licensed with the brokerage?_____

15. How many transactions annually does the brokerage close?_____

16. What is the company dollar as a percentage of gross revenues? _____ %

17. Please explain the commission split program and / or fee structure for the brokerage: _____

18. What is the average sales price of homes in your market area?_____

19. Name the brokerage's top 3 competitors_____

II) ENTITY AND BUSINESS INFORMATION

1. Do you own any of the following ancillary businesses?

Mortgage Company?	☐ YES	☐ NO	Name _____
Title Company?	☐ YES	☐ NO	Name _____
Commercial Department/Company?	☐ YES	☐ NO	Name _____
Property Management Department/Company?	☐ YES	☐ NO	Name _____

2. Do you have a legal entity established? ☐ Yes ☐ No

If NO, do you plan to establish a legal entity? ☐ Yes ☐ No

3. Legal Entity Name (If Applicable): _____

4. Type of entity:

☐ Sole Proprietor ☐ Corporation ☐ Limited Liability Company

Other: _____

5. Please list all legal owners of the entity

NAME	TITLE	%OF OWNERSHIP	SPOUSE/PARTNER'S NAME

6. Proposed DBA-:List your top 3: _____

7.. Broker of Record: _____

8. Broker's License Number: _____ Expiration Date: _____

III) LEGAL QUESTIONNAIRE

1. Has the real estate license of your proposed Broker of Record or any Owner ever been revoked or suspended or are there pending matters that could result in suspension or revocation?

☐ Yes ☐ No

2. Has the real estate license of your proposed Broker of Record or any Owner ever been revoked or suspended or are there pending matters that could result in suspension or revocation?

☐ Yes ☐ No

3. Is the Applicant or any Owner subject to any employment or other agreement containing a restrictive covenant, non-competition clause or other obligation?

☐ Yes ☐ No

4. Has the Applicant or any Owner ever filed (voluntarily or involuntarily) for bankruptcy protection under federal bankruptcy code or other state insolvency laws?

☐ Yes ☐ No

5. Have you, your spouse/partner, any immediate family members or any of your Owners ever been charged with a felony or a misdemeanor involving fraud, embezzlement or other comparable offenses, or have been held liable or entered into a settlement in a civil action in an amount in excess of \$50,000 involving any allegation of fraud, embezzlement, conspiracy, breach of fiduciary duty, the mishandling of funds, or comparable offenses?

☐ Yes ☐ No

6. Does the Applicant, their spouse/partner or any Owner have any pending lawsuits, judgments or other legal actions against them?

☐ Yes ☐ No

7. Does the Applicant, their spouse/partner or any Owner currently own or operate any other real estate related businesses?

☐ Yes ☐ No

IV) PERSONAL FINANCIAL STATEMENT *(*Please complete 1 statement for each owner)*

Please have all legal owners of the entity complete the following personal Financial statement.
If necessary, make copies of this page and attach with the application

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

I make the following statement of all my assets and liabilities as of: _____

Signature _____

PLEASE ANSWER ALL QUESTIONS, USING "0" WHERE NECESSARY

ASSETS (WHAT YOU OWN)		LIABILITIES & NET WORTH(WHAT YOU OWE)	
1. Cash on hand and unrestricted in banks	\$	11. Notes Payable to Banks, unsecured direct borrowings only	\$
2. Stock, cash and other securities in brokerage accounts	\$	12. Notes Payable to Banks, secured direct borrowings only	\$
3. IRA, 401K other Retirement accounts	\$	13.	\$
4. Accounts and Loans Receivable	\$	14. Notes Payable to others, unsecured	\$
5. Notes Receivable	\$	15. Notes Payable to others, secured	\$
6. Real Estate registered in own name	\$	16.	\$
7. Automobiles registered in own name	\$	17. Accounts Payable	\$
8. Other	\$	18. Interest Payable	\$
9. Notes Payable to Banks, unsecured direct borrowings only		19. Taxes and Assessments Payable	\$
10. Total Assets(Add line 1-9)		20. Mortgage Payable on Real Estate	\$
		21. Brokers Margin Accounts	\$
		22. Other Liabilities (Itemize)	\$
		23.	\$
		24.	\$
		25.	\$
		26. TOTAL LIABILITIES (Add lines 11-25)	\$
		27. NET WORTH (Line 10 minus 26)	\$

SOURCE OF INCOME		PERSONAL INFORMATION	
Salary	\$	Business or Occupation	Age
Bonus and Commissions	\$	Partner or Officer in any other venture	
Dividends	\$	☐ Married ☐ Unmarried ☐ Separated	Dependent Children _____
Real Estate Income	\$		Other Dependents _____
OTHER INCOME (Describe) If alimony, child support or separate maintenance you are not required to include income if you do not plan to rely on it to repay the debt.	\$		
Total	\$		

CONTINGENT LIABILITIES		GENERAL INFORMATION	
As endorser or co-maker	\$	Are any assets pledged?	
On leases or contracts	\$	Are you a defendant in any suits or legal actions?	
Legal Claims	\$	Have you ever made a composition settlement? Please explain:	
Provision for Federal Income Tax	\$		
Other special debt	\$	Have you ever filed for bankruptcy protection? Please explain:	
TOTAL	\$		

How much liquid capital do you have currently to allocate for this venture? _____

You hereby represent, warrant and certify that:

- The enclosed information is true and correct and you agree to supply such additional information, documents, statements or data as we may subsequently request.
- The execution of the Franchise Agreement will not create a conflict with any other obligation to third parties and that you have not been induced to terminate or breach any agreement with respect to the existing office (if any) covered by this Application.
- You consent to our use of e-mail, or other electronic means of delivering documentation related to the negotiation and/or execution of a franchise agreement.

And lastly, in connection with the pursuit of this opportunity, you agree to keep confidential the non-public information that we supply to you that may be related to our franchise system, our marks, and any non-public terms and conditions related to any opportunity that may be offered to you.

Full Legal Name (if sole proprietor): _____

Legal Entity Name: _____

Signature: _____

Date: _____ **Title:** _____

If checked, please furnish the following financial documents to support your application:

- ☐ Market Survey Report
- ☐ Bank Statements to support your cash positions
- ☐ Last 2 years Personal Tax Return (for all Owners)
- ☐ Last 2 years Business Tax Return
- ☐ Last 12 months Profit and Loss Statement (most current)
- ☐ Last 2 calendar years Profit and Loss Statement, Balance Sheet and statement of Cash Flow for your business(es) (consolidated at the company level)
- ☐ Articles of Organization or LLC Documents