

# **Tenant Representation Agreement**

## **Exclusive Right to Represent Tenant in Residential Leasing**

This Tenant Representation Agreement (“Agreement”) is entered into on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between:

Tenant (Client):

Agent/Broker:

Brokerage (if applicable):

License #:

Business Address:

Email:

Phone:

### **1. Appointment of Agent**

Tenant hereby appoints Agent as Tenant’s exclusive representative and grants Agent the exclusive and irrevocable right to act as Tenant’s agent for the purpose of locating, negotiating, and securing a residential leasehold interest in real property within the geographic area of

---

(“Designated Area”) during the term of this Agreement.

### **2. Term of Agreement**

This Agreement shall commence on the date above and shall remain in effect for a period of Ninety (90) days, unless terminated earlier in accordance with Section 8 below or extended in writing by mutual agreement.

### **3. Scope of Agent’s Duties**

Agent shall exercise due diligence and professional skill in performing the following services:

- Conduct a comprehensive search for suitable rental properties based on Tenant’s preferences and budget.
- Schedule and accompany Tenant to property showings.
- Communicate with landlords, property managers, and listing agents on Tenant’s behalf.
- Assist in the preparation, submission, and negotiation of rental applications.
- Review lease agreements and advise Tenant on terms, obligations, and risks.
- Coordinate and/or conduct a detailed move-in inspection, including photographic documentation.
- Facilitate the move-in process, including utility setup guidance and key handoff coordination.
- Maintain confidentiality of Tenant’s personal and financial information.
- Provide ongoing support throughout the leasing process until move-in is complete.

## 4. Tenant's Duties

Tenant agrees to:

- Work exclusively with Agent during the term of this Agreement.
- Promptly provide accurate financial and personal information necessary for rental applications.
- Notify Agent of any changes in housing needs or circumstances.
- Refrain from engaging other agents or brokers for leasing services during the term of this Agreement.

## 5. Compensation

Tenant agrees to compensate Agent a fee equal to 100% of one month's rent of the leased property. This fee shall be due and payable upon execution of a lease agreement for any property secured through Agent's efforts during the term of this Agreement.

## 6. Dual Agency Disclosure

Tenant acknowledges that Agent may represent both Tenant and Landlord in a transaction involving a property listed by Agent or Agent's brokerage. In such event, Agent shall disclose the dual agency relationship and obtain written consent from both parties in accordance with California Civil Code §2079.

## 7. Limited Power of Attorney

Tenant hereby grants Agent a Limited Power of Attorney for the sole and limited purpose of:

- Completing and submitting rental applications on Tenant's behalf.

This Limited Power of Attorney shall be effective upon execution of this Agreement and shall terminate upon the expiration or termination of this Agreement, unless revoked earlier in writing by Tenant. This authority shall be exercised in accordance with California Probate Code §§ 4000–4545 and shall be notarized to ensure legal validity.

## 8. Termination

This Agreement may be terminated prior to its expiration by mutual written consent of both parties or by either party upon Ten (10) days' written notice. In the event of termination, Agent shall be entitled to compensation for services rendered prior to termination.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

Tenant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_