

**SIGN UP INSTALLATION & STORAGE, INC.  
BROKER / AGENT AGREEMENT**

**Agent agrees to:**

1. Provide Sign Up Installation and Storage, Inc. with complete, accurate information for installations and removals including cross streets, gate code, agent's personal sign information if applicable.
2. Provide detailed map and / or flag for all vacant land or lots.
3. Obtain owner or home owner association rules **prior** to requesting service.
4. Assist Sign Up Installation and Store, Inc. in the recovery of any posts from property due to locked garage or gate, dogs in yard.
5. Pay for any missing or unrecoverable posts.
6. Pay for all services requested by agent or agent's representative according to the rates defined in the current price sheet.

**Sign Up Installation & Storage, Inc. agrees to:**

1. Guarantee the installation and removal of sign posts in the zone 1 area, within two working days, after the order is received by Sign Up. Exceptions to this are orders received on weekends, after business hours, on holidays or extreme weather conditions.
2. Provide sign posts described as standard, double posts or metal stake.
3. Warehouse storage of agent signs.
4. Follow all instructions provided by agent and / or homeowner as to placement of post, in consideration of safety and city ordinances. Placement of the post will otherwise be in front of the advertised unit or on the corner of the advertised unit in the event of it being located on a corner. Further relocation charges requests will apply.
5. Repair any damage to pipes and sprinklers as a result of the installation of the post. Sign Up Installation & Storage, Inc. will not be held liable for payment of any damage if not given notice or opportunity to inspect any claimed damage prior to repair.
6. Guarantees are only applicable for clients whose account is not past due.

**Termination:** This agreement may be canceled by either party upon thirty (30) days written notice with or without cause. In this event, Sign Up Installation and Storage, Inc. may, at it's sole discretion, recover all posts and signs within that thirty (30) day of event of termination.

\_\_\_\_\_  
Authorized signature \_\_\_\_\_ Date \_\_\_\_\_

**BILLING / CREDIT CARD INFORMATION: (REQUIRED)**

AGENT NAME: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_ OFFICE PHONE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

CREDIT CARD NUMBER: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_ SEC CODE: \_\_\_\_\_

ADDRESS ON CREDIT CARD (IF DIFFERENT THAN BILLING ADDRESS): \_\_\_\_\_

I HEREBY AUTHORIZE SIGN UP INSTALLATION AND STORAGE, INC. TO AUTOMATICALLY CHARGE BY CREDIT CARD FOR AMOUNTS DUE. I UNDERSTAND THAT THIS CREDIT CARD INFORMATION WILL REMAIN ON FILE AND MUST BE UPDATED PERIODICALLY.

AUTHORIZED CREDIT CARD SIGNATURE: \_\_\_\_\_

**SIGN UP INSTALLATION & STORAGE, INC. OFFICE USE ONLY:** \_\_\_\_\_

RECEIVED:

ENTERED: