

612 LOFTS



THE OFFERING

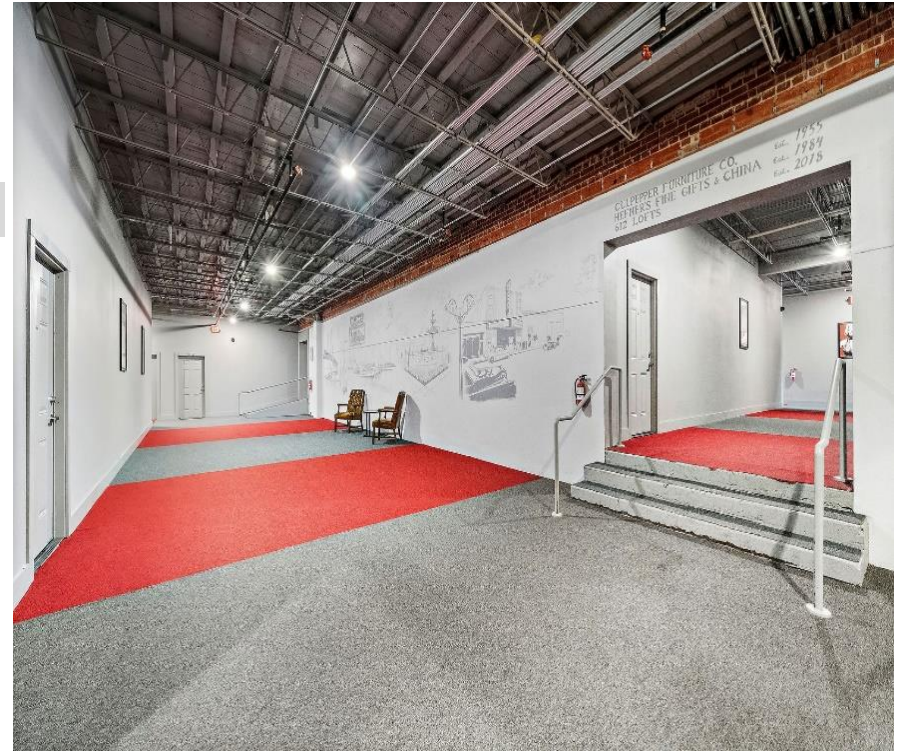
612 Lofts, 612 W Texas Avenue, Baytown, TX 77520

OVERVIEW

Units:	34
Avg Rent:	\$927
Avg Size:	603
Date Built:	1954
Date Rehabbed:	2018
Rentable Sq. Ft.:	20,503
Acreage:	0.80
Occupancy:	90%
Class:	B+

PRICING

Asking Price	MARKET
Stabilized NOI	\$183,349



INVESTMENT HIGHLIGHTS

- ◆ Available on a New Loan or Assumption Basis
 - ◆ Excellent Location In Baytown
 - ◆ Excellent Industrial, Petro-Chemical Employment Base
 - ◆ Baytown is a High Barriers to Entry submarket
 - ◆ Located Across from Lee College
 - ◆ Great Walkability!
 - ◆ Potential to add another unit where the office is
 - ◆ Unique Loft Design Built out to Class A!
- ◆ **TOURS BY APPOINTMENT ONLY!!!**

FOR INFORMATION ABOUT THIS PROPERTY PLEASE CONTACT

TOM WILKINSON

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KET ENTERPRISES INCORPORATED

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www.ketent.com
Broker License #406902

612 Lofts, 612 W Texas Avenue, Baytown, TX 77520



Financial Information			Existing Loan Parameters		Operating Information	
Asking Price	MARKET		Mortgage Bal (4/26)	\$1,866,727	Est Mkt Rent (Dec-25)	\$31,509
			Amortization <i>(months)</i>	180	6 Mo Avg	\$34,875
			Debt Service	\$107,209	Physical Occ (Sep-23)	90%
Stabilized NOI	\$183,349		Monthly P & I	\$8,934	Est Ins per Unit per Yr	\$1,015
			Interest Rate	3.70%	Property Tax Information	
			Date Due	3/1/2031	2025 Tax Rate/\$100	2.584018
			Est Res for Repl/Unit/Yr	\$300	2026 Tax Assessment	\$2,428,630
			Yield Maintenance	Yes	Est 2026 Taxes	\$62,756
			Transfer Fee	1%+app+legal	Est Future Tax Assessment	\$2,428,630
					Est Future Taxes	\$62,756

Current Street Rent with a 7% Increase	404,576	\$33,715 / Mo		
Estimated Gross Scheduled Income	404,576	\$33,715 / Mo	Number of Units	34
Estimated Loss to Lease (2% of Total Street Rent)	(8,092)	2%	Avg Unit Size	603
Estimated Vacancy (7% of Total Street Rent)	(28,320)	7%		
Est Concessions and Rental Losses (2% of Total Street Rent)	(8,092)	2%	Net Rentable Area	20,503
Estimated Utilities Income	14,554	\$428 / Unit / Yr	Land Area (Acres)	0.80
Estimated Other Income	3,938	\$116 / Unit / Yr	Units per Acre	42.583
Estimated Total Rental Income	378,564			
ESTIMATED TOTAL PRO-FORMA INCOME	378,564	\$31,547 / Mo		

MODIFIED ACTUALS - Jan thru Aug 2026 Expenses Annulaized				PRO-FORMA			
6 Months Income Annualized				\$378,564			
EXPENSE		FIXED EXPENSES		FIXED EXPENSES			
Fixed Expenses		Fixed Expenses		Fixed Expenses			
Taxes	\$62,756	\$1,846 per Unit	2025 Tax Rate & 2026 Assessment	\$62,756	\$1,846 per Unit	2025 Tax Rate & Future Assessment	
Insurance	\$34,523	\$1,015 per Unit	Per Owner 4/26	\$34,523	\$1,015 per Unit	Estimated	
Total Fixed Expense		\$97,279			\$97,279		
		\$2,861 per Unit			\$2,861 per Unit		
Utilities		Utilities		Utilities			
Electricity	\$9,966	\$293 per Unit		\$9,966	\$293 per Unit		
Water & Sewer	\$11,526	\$339 per Unit		\$11,526	\$339 per Unit		
Gas	\$0	\$ per Unit		\$0	\$ per Unit		
Utility Billing	\$0	\$ per Unit		\$0	\$ per Unit		
Telephone/Internet/Cable/Alarm	\$0	\$ per Unit		\$0	\$ per Unit		
Trash	\$5,553	\$163 per Unit		\$5,553	\$163 per Unit		
Total Utilities		\$27,045			\$27,045		
		\$795 per Unit			\$795 per Unit		
Other Expenses		Other Expenses		Other Expenses			
General & Admin & Marketing	\$3,267	\$96 per Unit	Lower Than Normal	\$6,800	\$200 per Unit		
Repairs & Maintenance	\$37,116	\$1,092 per Unit		\$17,000	\$500 per Unit		
Labor Costs	\$0	\$ per Unit	Lower Than Normal	\$10,200	\$300 per Unit		
Contract Services	\$0	\$ per Unit		\$0	\$ per Unit		
Management Fees	\$29,507	7.05%	\$868 per Unit	\$26,691	7.05%	\$785 per Unit	
Total Other Expense		\$69,890			\$60,691		
		\$2,056 per Unit			\$1,785 per Unit		
Total Operating Expense		\$194,214	\$5,712 per Unit		\$185,016	\$5,442 per Unit	
Reserve for Replacement		\$10,200	\$300 per Unit		\$10,200	\$300 per Unit	
Total Expense		\$204,414	\$6,012 per Unit		\$195,216	\$5,742 per Unit	
Net Operating Income (Actual Underwriting)		\$214,091			\$183,349		
Asking Price		MARKET			MARKET		

NOTES: ACTUALS: Income and Expenses calculated using owner's 12/25 trailing operating statement. PRO FORMA: Income is Pro Forma as Noted. Taxes were calculated using 2025 Tax Rate & Future Assessment. Insurance is estimated. Management Fees calculated as 7.1% of Gross Income, Other expenses are Estimated for the Pro Forma.

DISCLAIMER: The information contained herein has been obtained from sources that we deem reliable. We have no reason to doubt the accuracy of the information, but we have not verified it and make no guaranty, warranty or representation about it. It is your responsibility to independently confirm its accuracy and completeness. We have not determined whether the property complies with deed restrictions or any city licensing or ordinances including life safety compliance or if the property lies within a flood plain. THE PROSPECTIVE BUYER SHOULD CAREFULLY VERIFY EACH ITEM OF INCOME OR EXPENSE AND PERFORM OR HAVE PERFORMED ANY INSPECTIONS TO VERIFY POSSIBLE CONTAMINATION BY ASBESTOS, LEAD PAINT, MOLD OR ANY OTHER HAZARDOUS SUBSTANCES. The owner reserves the right to withdraw this listing or change the price at anytime without notice during the marketing period.

612 LOFTS

612 Lofts is a class A-, vintage, renovated, upscale apartment community located in the Baytown submarket of Houston, Texas. The vintage building was originally built for Culpepper Furniture Co in 1954. In the 1980's, it became Hefner's Fine Gifts & China. Per HCAD, in 2018 the asset was transformed into an upscale rental loft apartment building. All lofts are located on the 2nd floor and assigned garage parking is provided. The owners installed all new interior walls, new electrical and plumbing, new roof, a/c, granite countertops, appliances, etc. The interior finishes are Class A, in the opinion of the Broker! Residents enjoy ample amenities which include: mini-blinds, ceiling fans, laundry facilities, walk-in closets. Per owner, 100% of the interior walls are 5/8" drywall (not 1/2"). The "world's best roof" was installed at an all-in cost over \$200,000 per previous owner. It's a Duro-Last pvc roof backed by a 15 year warranty against leaks (including standing water warranties). There are steel studs and concrete block on ground floor (no wood framing on ground floor), preventative termite treatment was applied around the full perimeter during construction. There is 100% new mechanical, electrical and plumbing which complies with 2009 energy codes and 2009 international building codes as of two years. Goodman HVAC's were installed along with full Frigidaire appliances packages. And the tenants have assigned parking. Per ADS Online, currently there are no reported leasing concessions.

The developer was in the construction business and has extensively updated this "One of a Kind" building into one with Class A interiors. Click on the following link for a video of the property: <https://www.youtube.com/watch?v=zWJiB0eDzvo> Please note that Unit 226 is delinquent \$1,225.00.

This property is ideal for a small investor! There is potential to convert the office into a revenue producing unit. (see estimate). Broker suggests an offer at \$3,100,000

Per Arnie Azios, Jr., President of The Houston Group/Realty Advisors, Inc., they should be able to provide a loan up to 75% of purchase price, subject to the property achieving a minimum debt coverage. They just got a similar quote of 5.1/2% fixed for 10 years, interest only for 5 years, and then a 30 year amortization.

TOURS BY APPOINTMENT ONLY!!!! ALL TOURS MUST BE SCHEDULED THROUGH THE BROKER.



34
units



1954
year built



2018
rehabbed



90%
occupancy



612 LOFTS

1. Certificates of Occupancy: The Certificate of Occupancy for the building was obtained in June 2018. The individual units were finished out (flooring, appliances, misc. punch out) in groups of 5 or 6 at a time. The last group of units were finished out mid to late 2019.
2. Laundry Equipment: Laundry equipment is owned, maintained, and serviced by a third party vendor. Seller receives 50% of proceeds.
3. Utilities Electric: Unit electric is separately metered. Common electricity is on 2 house meters. 1 meter for corridors and office and the other meter for the laundry room.
4. Utilities Water/Sewer: Water/sewer is one master meter (2" compound meter). The previous seller installed low-flow shower heads and low-flow toilets. Per previous owner, the monthly water bill during the past 12 months ranges from \$630 to \$770 per month. The current owner recently implemented water/sewer RUBS.
5. Roofing insulation: The previous owner says this is a first class PVC membrane type roof. It was insulated from the exterior in order to achieve 12 foot high open loft ceiling style. It's a Duro-Last "PVC" single-ply membrane with 3.5 inch foam 4 x 8 foot panels underneath. Duro-Last roofs are watertight, highly reflective, resistant to chemicals, fire, and wind, as well as low maintenance. There is a 15 year transferable warranty and includes labor, materials, and also warranties against standing water.
6. Debt: There is assumable debt here based on a 15 yr amortization. See details. A new loan is shown too.
7. Insurance: There is an assumable Freddie Mac loan which requires more insurance than standard loans; therefore the insurance costs are higher than normal.



612 LOFTS

Description	Total
Baytown Office Conversion Framing Labor: Basic labor to frame bedroom wall with favorable site conditions. Layout, fabricate and install wood framed wall with studs spaced 16" on center. Install prehung door with frame. Frame out hallway with false ceiling in the rear for access to electrical breakers. Frame out wall from would be kitchen to bathroom to support plumbing. Frame out rough opening for bedroom window.	\$2,200.00
Bedroom Window Basic labor to install bedroom window facing the parking garage with favorable site conditions. Set unit in rough opening. Shim to achieve level and plumb placement. Set jamb edges flush to finished wall surface. Secure unit to rough opening framing.	\$700.00
Kitchen/Bathroom Plumbing Basic labor to run all necessary plumbing drains, water supply lines, and faucet with favorable site conditions for kitchen sink, dishwasher, and bathroom shower. This is for labor only. All materials need to be provided.	\$1,200.00
Electrical Basic labor to install electrical wiring with favorable site conditions. Turn off power to circuit. Route, secure and connect new NM-B wiring run for bedroom and kitchen receptacles. Run necessary electrical for light fixtures and light switches. Electrical wiring, boxes and switches will be provided. Light fixtures and any other necessary materials need to be provided.	\$950.00
Drywall Basic labor to hang drywall with favorable site conditions. Layout, fabricate and fit drywall	\$1,500.00



612 LOFTS

Painting \$1,800.00

Basic labor to paint interior with favorable site conditions. Caulk gaps and spot prime. Roll / brush 2 coats of paint over lightly textured ceiling/walls. Paint up to 2 doors and door trim per room. We provide plastic, tape, and paper for protection only. Paint, primer and any other necessary material will need to be provided.

Kitchen Cabinets \$1,400.00

Basic labor to install kitchen cabinets with favorable site conditions. Fabricate plumbing cutouts in back panel. Level and secure vanity to wall. Scribe exposed panel edge to wall surface or apply molding at edge. Assemble, install drawers and hardware. This is for labor only. Cabinets will need to be provided.

Granite \$1,800.00

Basic labor to install granite countertops with favorable site conditions. Template, layout and fabricate granite countertop with basic edge. Add 1 sink and faucet cutout. Install and secure countertop. Granite/Quartz, plywood, and sink will need to be provided.

Estimated Additional Materials \$9,170.00

Shaker Kitchen Cabinets \$2800, Lumber \$600, Drywall \$350, Insulation \$300, Fasteners \$150, Plumbing Materials \$1100, Light Fixtures \$400, Paint Materials \$750, Tile Materials \$950, Granite \$1200, Doors \$220, Window \$350

Subtotal \$22,920.00

Total **\$22,920.00**





PROPERTY INFORMATION

EXISTING MORTGAGE

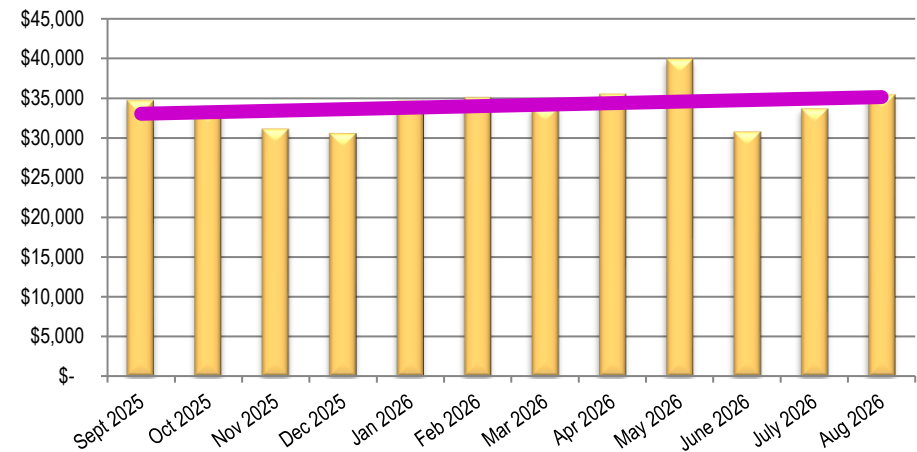
TAXING AUTHORITY - HARRIS COUNTY

Age:	1954	# of Stories:	2	Mortgage Bal (4/26)	\$1,866,727	ACCT NO: 0751560030002	
Rehabbed:	2018	Buildings:	14	Amortization	180	Goose Creek CISD	\$1.070000
		Units/Acre	42.58	P & I	\$8,934.09	Harris County	\$0.380960
Elec Meter:	Indiv	Open Parking:	Yes	Type	FNMA	Harris County Flood Control	\$0.049660
A/C Type:	HVAC-Indiv	Covered Parking:	Yes	Assumable	Yes	Port of Houston Authority	\$0.005900
Water:	RUBS	Garage Parking:	Yes	Monthly Escrow	Yes	Harris County Hospital Dist	\$0.187610
Gas:	N/A			Origination Date	2/20/2021	Harris County Education Dept	\$0.004798
EWG:		Construction Quality:	B+	Due Date (Est)	3/1/2031	Lee Jr. College District	\$0.187060
Plumbing:	?	Submarket:	Baytown	Interest Rate	3.700%	City of Baytown	\$0.698030
Wiring:	Copper?						
Roof:	Flat	Concessions:		Yield Maintenance	Yes		
Materials:	Brick/Wood			Transfer Fee	1%+app+legal	2025 Tax Rate/\$100	\$2.584018
Paving:	Concrete					2026 Tax Assessment	\$2,428,630
*Please verify wiring!						HCAD Improvement Sq.Ft.	28,120

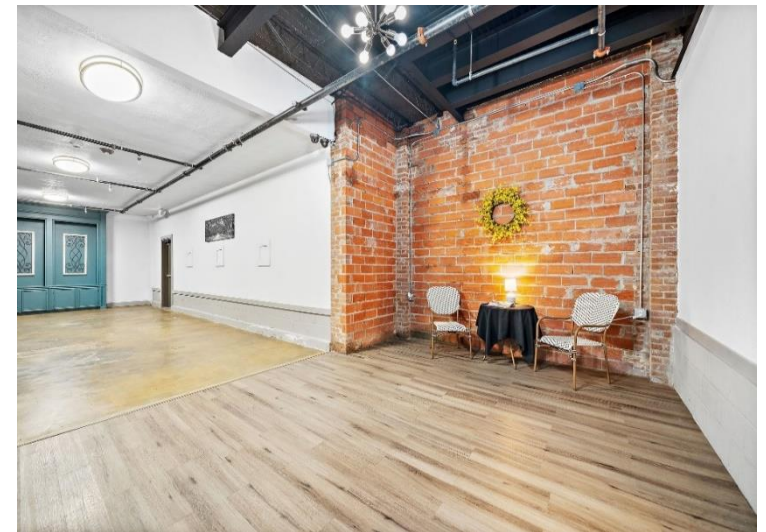
COLLECTIONS

Total \$409,088

Sept 2025	\$	34,743	12 Mo Avg	\$34,091
Oct 2025	\$	33,571		
Nov 2025	\$	31,172	9 Mo Avg	\$34,400
Dec 2025	\$	30,599		
Jan 2026	\$	34,668		
Feb 2026	\$	35,084	6 Mo Avg	\$34,875
Mar 2026	\$	33,797		
Apr 2026	\$	35,551		
May 2026	\$	39,924	3 Mo Avg	\$33,327
June 2026	\$	30,805		
July 2026	\$	33,703		
Aug 2026	\$	35,473		



FINANCIAL HIGHLIGHTS



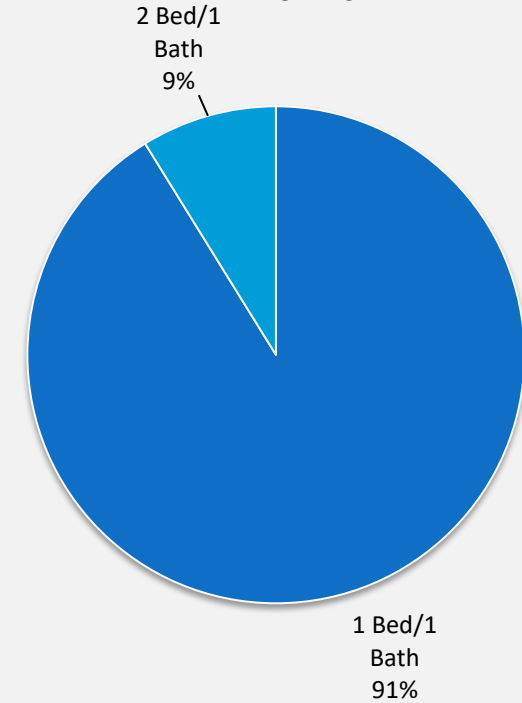
UNIT MIX

Floorplan	Type	No. Units	Sq Ft	Total SqFt	Market Rent	Total Rent	+EWG	Rent/SF
	1 Bed/1 Bath	1	600	600	\$950	\$950	+EW	\$1.58
	1 Bed/1 Bath	1	565	565	\$899	\$899	+EW	\$1.59
	1 Bed/1 Bath	1	612	612	\$930	\$930	+EW	\$1.52
	1 Bed/1 Bath	1	612	612	\$925	\$925	+EW	\$1.51
	1 Bed/1 Bath	1	612	612	\$925	\$925	+EW	\$1.51
	1 Bed/1 Bath	1	612	612	\$935	\$935	+EW	\$1.53
	1 Bed/1 Bath	1	612	612	\$895	\$895	+EW	\$1.46
	1 Bed/1 Bath	1	612	612	\$925	\$925	+EW	\$1.51
	1 Bed/1 Bath	1	612	612	\$995	\$995	+EW	\$1.63
	1 Bed/1 Bath	1	612	612	\$930	\$930	+EW	\$1.52
	1 Bed/1 Bath	1	612	612	\$885	\$885	+EW	\$1.45
	1 Bed/1 Bath	1	612	612	\$895	\$895	+EW	\$1.46
	1 Bed/1 Bath	1	614	614	\$925	\$925	+EW	\$1.51
	1 Bed/1 Bath	1	732	732	\$925	\$925	+EW	\$1.26
	1 Bed/1 Bath	1	614	614	\$925	\$925	+EW	\$1.51
	1 Bed/1 Bath	1	604	604	\$950	\$950	+EW	\$1.57
	1 Bed/1 Bath	1	614	614	\$925	\$925	+EW	\$1.51
	2 Bed/1 Bath	1	750	750	\$1,095	\$1,095	+EW	\$1.46
	2 Bed/1 Bath	1	750	750	\$1,175	\$1,175	+EW	\$1.57
	1 Bed/1 Bath	1	515	515	\$845	\$845	+EW	\$1.64
	1 Bed/1 Bath	1	515	515	\$925	\$925	+EW	\$1.80
	1 Bed/1 Bath	1	515	515	\$750	\$750	+EW	\$1.46
	1 Bed/1 Bath	1	515	515	\$850	\$850	+EW	\$1.65
	2 Bed/1 Bath	1	790	790	\$1,095	\$1,095	+EW	\$1.39
	1 Bed/1 Bath	1	515	515	\$845	\$845	+EW	\$1.64
	1 Bed/1 Bath	1	790	790	\$1,025	\$1,025	+EW	\$1.30
	1 Bed/1 Bath	1	515	515	\$895	\$895	+EW	\$1.74
	1 Bed/1 Bath	1	515	515	\$925	\$925	+EW	\$1.80
	1 Bed/1 Bath	1	515	515	\$845	\$845	+EW	\$1.64
	1 Bed/1 Bath	1	515	515	\$800	\$800	+EW	\$1.55
	1 Bed/1 Bath	1	495	495	\$825	\$825	+EW	\$1.67
	1 Bed/1 Bath	1	610	610	\$950	\$950	+EW	\$1.56
	1 Bed/1 Bath	1	610	610	\$950	\$950	+EW	\$1.56
	1 Bed/1 Bath	1	610	610	\$975	\$975	+EW	\$1.60

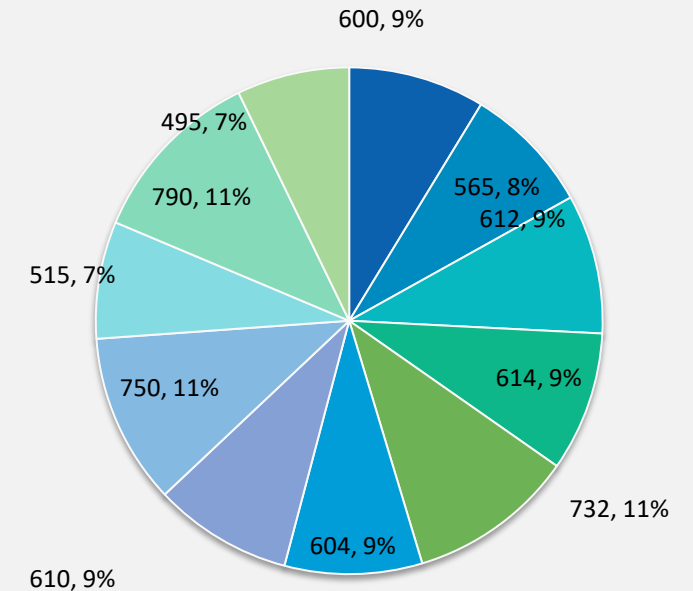
Source: Owner's Rent Roll 9/23

		34	603	20,503	\$927	\$31,509	+EW	\$1.54
TOTALS AND AVERAGES		Total Units	Average Sq. Ft.	Total Sq. Feet	Average Rent/Unit	Total Rent	+EWG	Average Rent/ SF

UNITS BY TYPE



UNITS BY SIZE

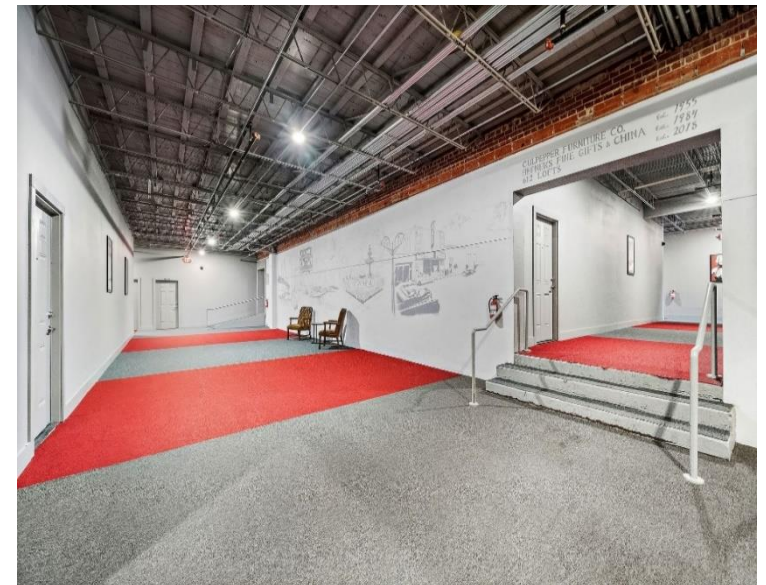




FEATURES & AMENITIES

- Walk-In Closets
- Granite Countertops
- Dishwasher
- Courtesy Patrol
- Laundry Facility
- 24-Hour Access
- Parking Garage
- Air Conditioning

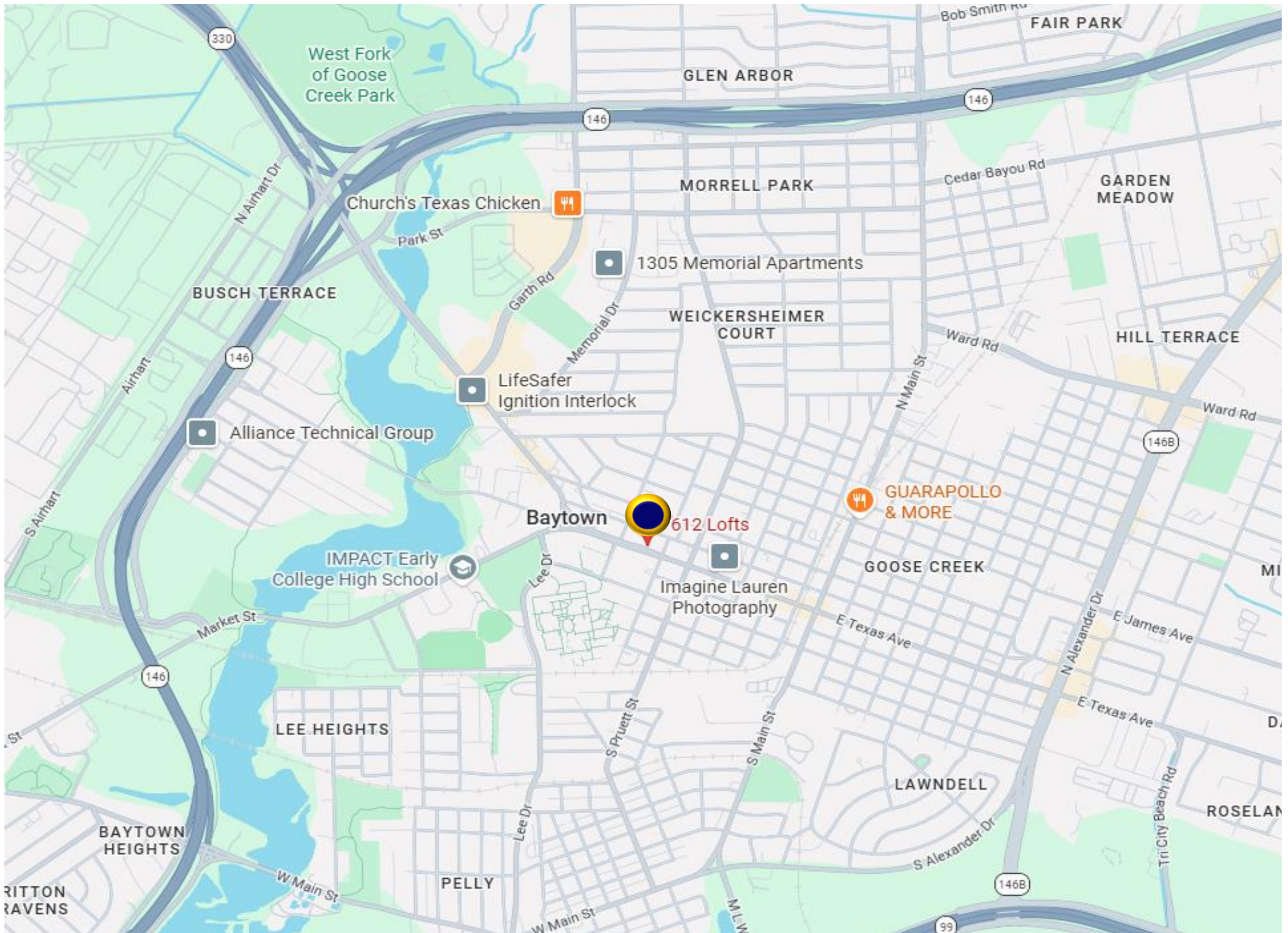




LOCATION OVERVIEW

- Baytown, TX is approximately 30 miles east of Houston
- Industrial Petro-Chemical job base
- Located by the water, Baytown's Houston Ship Channel is one of the neighborhood's biggest attractions
- Bay Oaks is within 22 minutes or 15.2 miles from San Jacinto College, Central Campus. It is also near University of Houston Clear Lake Campus and San Jacinto College, North Campus.
- The area has a diverse selection of restaurants. There is a nature center that is home to hundreds of land and aquatic animal species. The Baytown Downtown District has the Baytown Little Theatre and the San Jacinto Mall is convenient for shopping
- Access to major highways is I-10 E and I-146 (Baytown Loop)





612 Lofts, 612 W Texas Avenue, Baytown, TX 77520







RENT COMPARABLES (2026 MRI Apartment Data Services)

	Property Name	Yr Blt	Rehabbed	Occ	#Units	Avg SF	Avg Rent	EWG	P/SF
1	The Park At Monza 1601 Garth	1974	2016	98%	301	865	\$928	+EWG	1.073
2	Cedar Ridge 2900 W Baker Rd	1982	2013	94%	276	806	\$1,067	+EWG	1.324
3	Willowtree 1800 James Bowie St	1982	2018	91%	100	816	\$1,106	+EW	1.355
4	Bay Terrace (100% HAP) 1502 Nolan	1983	2018	94%	130	785	\$925	+E	1.178
5	Raintree 3300 Rollingbrook	1985	2019	89%	248	821	\$1,120	+EW	1.364
*Resident Pays E(Electric), W(Water), G(Gas)									
Totals/Averages Comps		1981	2017	93%	211	819	\$1,030		\$1.259
	612 Lofts 612 W Texas Ave	1954	2018	90%	34	603	\$818	+EW	\$1.537

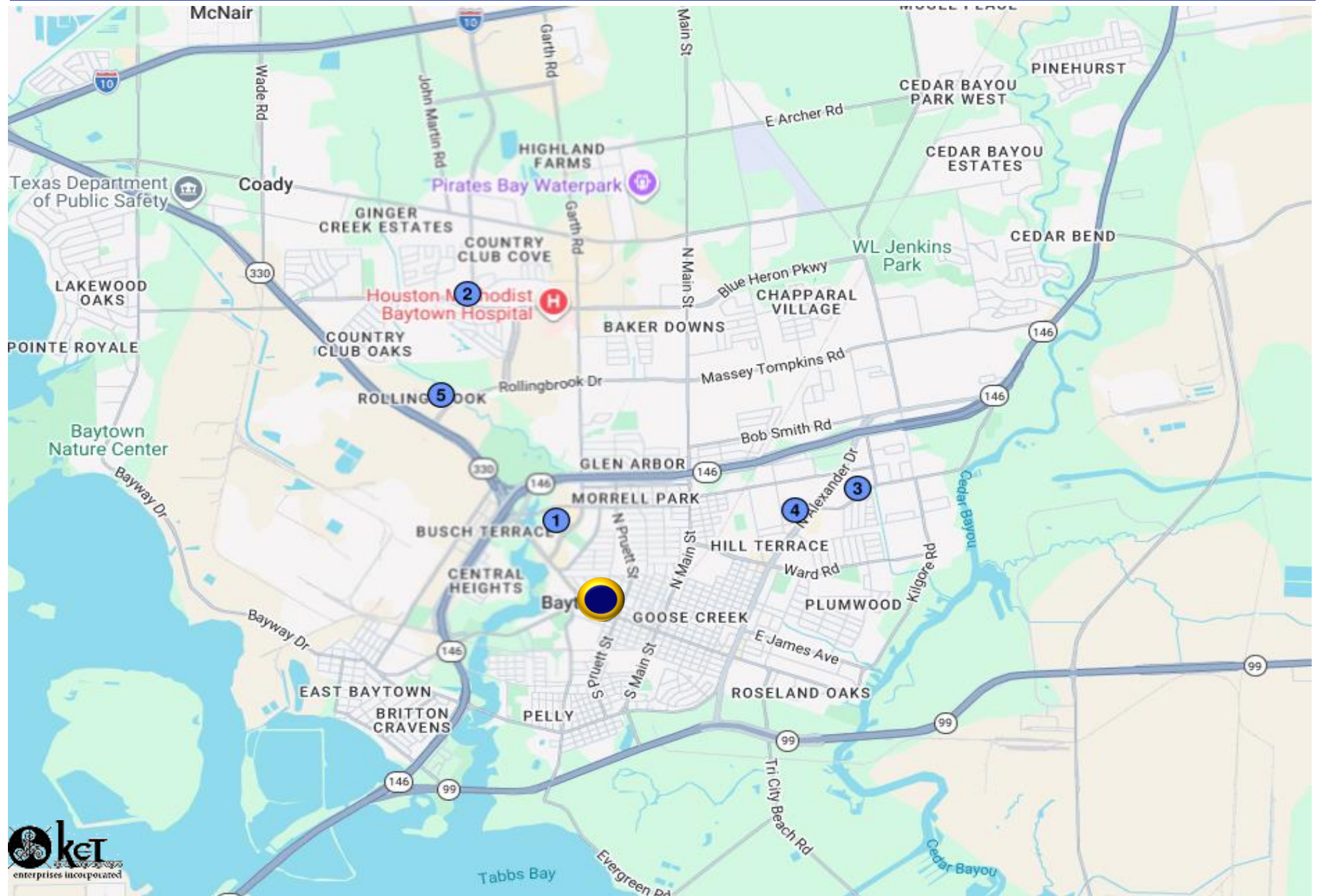
(note rehabbed to the studs in the last 5 years!)

Submarket:	Baytown	Houston				
			□ Baytown ■ 612 Lofts			
Occupancy:	88%	90%	occupancy			
# of Operating Units:	12,336	795,705	avg sf			
# of Operating Apartments:	63	3,351	avg rent			
Average Size (sqft):	871	897	avg rent/sf			
Average Rental Rate (\$/sqft):	\$1.279	\$1.390				
Average Rent: (\$/mo)	\$1,114	\$1,248				



The Park At Monza	Cedar Ridge	Willowtree	Bay Terrace (100% HAP)	Raintree
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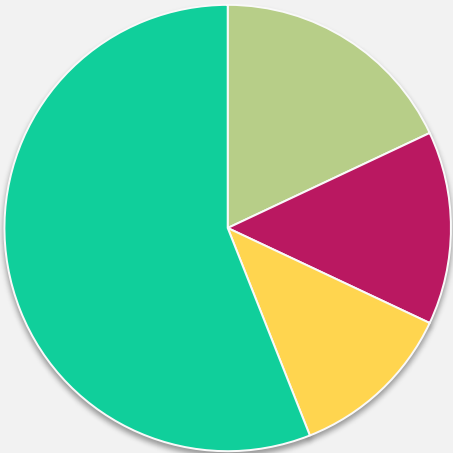


SUMMARY PROFILE

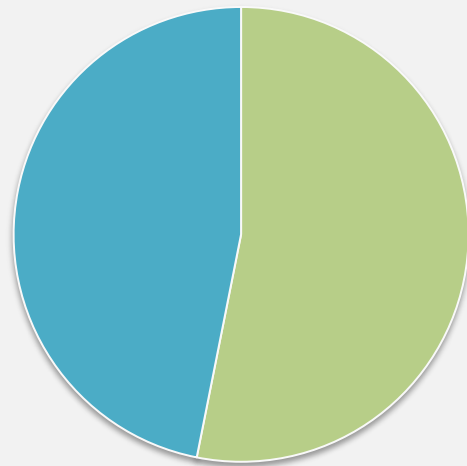
2000-2010 Census, 2021 Estimates with 2026 Projections
Calculated using Weighted Block Centroid from Block Groups

	1 Mile Radius	2 Mile Radius	3 Mile Radius
Population			
2021 Estimated Population	10,620	33,885	54,234
2026 Projected Population	11,049	34,729	56,545
2020 Census Population	10,249	33,195	55,124
2010 Census Population	9,355	31,180	48,599
Projected Annual Growth 2021 to 2026	0.8%	0.5%	0.9%
Historical Annual Growth 2010 to 2021	1.2%	0.8%	1.1%
2021 Median Age	32.6	33.5	33.9
Households			
2021 Estimated Households	3,709	12,050	19,671
2026 Projected Households	3,933	12,662	21,006
2020 Census Households	3,574	11,871	19,891
2010 Census Households	3,214	10,955	17,137
Projected Annual Growth 2021 to 2026	1.2%	1.0%	1.4%
Historical Annual Growth 2010 to 2021	1.4%	0.9%	1.3%
Race and Ethnicity			
2021 Estimated White	50.9%	48.2%	46.7%
2021 Estimated Black or African American	14.4%	15.1%	16.0%
2021 Estimated Asian or Pacific Islander	1.5%	2.3%	2.6%
2021 Estimated American Indian or Native Alaskan	1.0%	1.0%	1.0%
2021 Estimated Other Races	32.3%	33.4%	33.8%
2021 Estimated Hispanic	46.9%	45.3%	45.4%
Income			
2021 Estimated Average Household Income	\$62,585	\$72,998	\$74,186
2021 Estimated Median Household Income	\$55,690	\$60,587	\$60,979
2021 Estimated Per Capita Income	\$21,895	\$26,012	\$26,957
Education (Age 25+)			
2021 Estimated Elementary (Grade Level 0 to 8)	8.3%	8.5%	9.0%
2021 Estimated Some High School (Grade Level 9 to 11)	13.9%	11.4%	11.0%
2021 Estimated High School Graduate	27.8%	28.7%	28.7%
2021 Estimated Some College	25.9%	26.1%	24.9%
2021 Estimated Associates Degree Only	11.6%	11.8%	11.6%
2021 Estimated Bachelors Degree Only	8.4%	9.5%	10.1%
2021 Estimated Graduate Degree	4.3%	4.1%	4.8%
Business			
2021 Estimated Total Businesses	232	899	2,004
2021 Estimated Total Employees	3,105	8,138	20,715
2021 Estimated Employee Population per Business	13.4	9.0	10.3
2021 Estimated Residential Population per Business	45.9	37.7	27.1

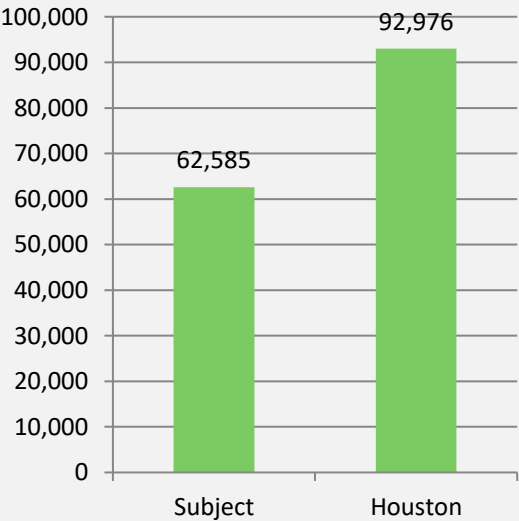
1 Mile Radius



White Black Other Hispanic

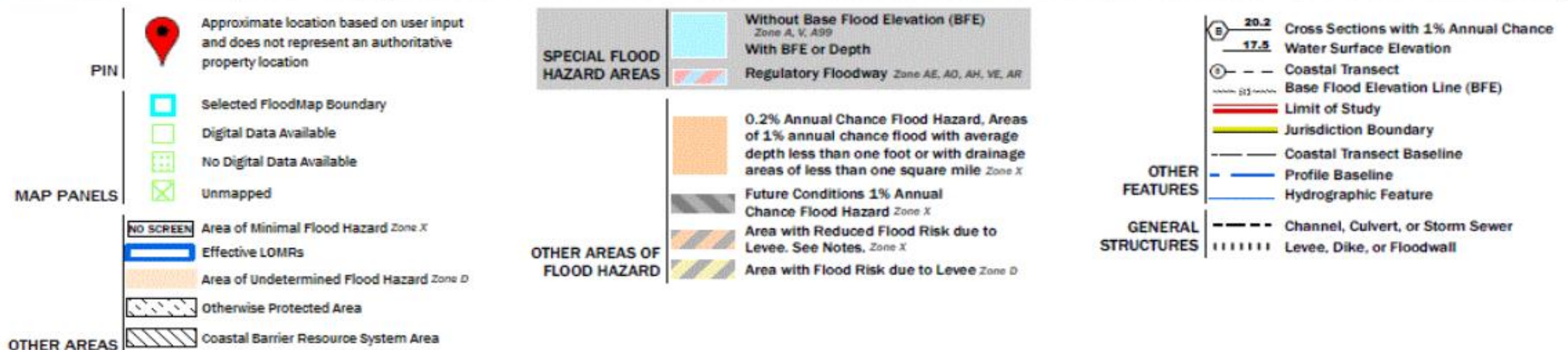


Non-Hispanic Hispanic





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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.

11-03-2025



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.

WRITTEN AGREEMENTS ARE REQUIRED IN CERTAIN SITUATIONS: A license holder who performs brokerage activity for a prospective buyer of residential property must enter into a written agreement with the buyer before showing any residential property to the buyer or if no residential property will be shown, before presenting an offer on behalf of the buyer. This written agreement must contain specific information required by Texas law. For more information on these requirements, see section 1101.563 of the Texas Occupations Code. **Even if a written agreement is not required, to avoid disputes, all agreements between you and a broker should be in writing and clearly establish: (i) the broker's duties and responsibilities to you and your obligations under the agreement; and (ii) the amount or rate of compensation the broker will receive and how this amount is determined.**

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 by the buyer or buyer's agent. **An owner's agent fees are not set by law and are fully negotiable.**

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. **A buyer/tenant's agent fees are not set by law and are fully negotiable.**

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.

A LICENSE HOLDER CAN SHOW PROPERTY TO A BUYER/TENANT WITHOUT REPRESENTING THE BUYER/TENANT IF:

- The broker has not agreed with the buyer/tenant, either orally or in writing, to represent the buyer/tenant;
- The broker is not otherwise acting as the buyer/tenant's agent at the time of showing the property;
- The broker does not provide the buyer/tenant opinions or advice regarding the property or real estate transactions generally; and
- The broker does not perform any other act of real estate brokerage for the buyer/tenant.

Before showing a residential property to an unrepresented prospective buyer, a license holder must enter into a written agreement that contains the information required by section 1101.563 of the Texas Occupations Code. The agreement may not be exclusive and must be limited to no more than 14 days.

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.

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Name of Licensed Supervisor of Sales Agent/Associate, if applicable	License No.	Email	Phone
N/A	N/A	N/A	N/A
Name of Sales Agent/Associate	License No.	Email	Phone

Buyer/Tenant/Seller/Landlord Initials

Date

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DISCLAIMER & NON-ENDORSEMENT NOTICE

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ALL PROPERTY SHOWINGS ARE BY APPOINTMENT ONLY