



Texas Ally
In The Loop

What's new in Texas Ally Real Estate Group:

Hey Mail!

Our October is here! We would love to hear from you, feel free to reply to this email with your comments or suggestions!

COMING SOON

It's not too much longer before **Baby Girl Martinez** will make an appearance to the world!

What this means for our Texas Ally Agents...

- Amanda and Juston will be unavailable sometime in the near future for a hospital visit
- Amanda will go on Maternity Leave
- Juston will have slightly reduced availability / slower to answer (for a period)

This will occur either sometime in October or November... We will keep you in the loop! :) We are prepping the Team and creating resources so that y'all still feel supported

Please remember the cda@texasally.com and mail@texasally.com emails go to multiple members of the internal team.



BROKER VIDEOS: Special Provisions

Check out the newest Broker Video, When to use [Special Provisions!](#)

If you have a specific request/idea for a video, please submit [HERE](#) for consideration!

HELPFUL LINKS:

- [Texas Ally Agent Portal](#)
- [Past Newsletters](#)
- [Training and Resources](#)

REMINDERS

→ **Office mail is picked up and checks** are deposited into the Texas Ally escrow account only **on Wednesdays**.

→ **Friday Payday** is when we distribute commissions by initiating the Brokersumo Direct Deposit as long as ALL requirements have been met.
Click [HERE](#) for a helpful article on how to set up your direct deposit.

→ **Closing Documents:** Please make sure you acquire from title and upload into Brokersumo the final signed master/closing statement. This statement should clearly show the commission amount you are being paid. This is a requirement and we will not close out your transaction in Brokersumo until complete. Please make us aware once uploaded.

→ **Leases:**

- The full amount Commission Check should be mailed to the office, we will distribute the funds to the appropriate parties from there.

- W9 for the Tenant Agent's Brokerage should be uploaded
 - We will make the check payable and mail to the Brokerage, not the agent
- The Net to Agent (you) on the CDA should be only the amount you are being paid, NOT the full amount of the check
- Information on how to distribute the funds should be added to the bottom note section of the CDA
 - Example: "Please pay 50% of commission (\$1000). Brokerage W9 uploaded."

Need to contact us?

Office Phone 512.763.2559 / **Office Hours** Monday-Friday 9am-3pm

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