



**OUT OF TOWN/ESCAPE/VACATION/MEDICAL LEAVE
RUSA form #14**

Your company needs to know when you are gone on the above, it's the law!

To: Realty USA Southwest Date: _____ Time _____

I, _____ will be gone from Date: _____
to Date: _____.

You can tell callers I'm "Out of Town, etc." Yes _____ No _____

Please tell callers the following _____
_____ Initial _____

Appointed Agent: _____

Appointed Agents signature _____

Appointed Agent's phone/fax number: _____

I have provided the above agent and my office with complete information on closings and current buyers I am dealing with and also MLS sheets of all current listings/information.

I understand that if my appointed agent/broker sells my current buyer/s a home, etc. that commissions will be equally split (50/50) with the agent/broker involved, unless you and your appointed agent have specified something else.

I, _____ will contact the agent/broker appointed to represent me and the office, immediately upon my return to work.

Signed _____ Date _____