



CONTRACT AREA 5P
BROKER REGISTRATION COVER PAGE
DC, MD, WV, VA, DE, PA

NAID BROKER CONTACT INFORMATION

NAID Broker Name (Last, First, MI)	
Contact Phone	Email Address
Cell Phone	Year Licensed

COMPANY INFORMATION

Company Name	
Tax ID	Primary Office Address
Secondary Office Address	Other Branch Locations
Business Type (Choose all that apply)	
Business Type (Choose all that apply)	
Business Type (Choose all that apply)	
Business Organization Type	

Team/Staff Contact Information

Broker NAID Number
NAID Registration Date
NAID Expiration Date
Authorized Listing Agent Name
Listing Agent Email Address
Listing Agent Cell Phone Number
Administrative Email Address
Secondary Admin Email Address

Insurance Information

Errors & Omissions Policy Number
Expiration Date
Motor Vehicle Policy Number

Expiration Date

Property Casualty Policy Number

Expiration Date

State License Information

State Licensed

Broker License Number

Expiration Date

State Licensed

Broker License Number

Expiration Date

REO/HUD Experience

of HUD Homes LISTED in Last Two Years:

HUD Homes SOLD in Last Two Years:

of Other REO Homes LISTED in Last Two Years:

of Other REO Homes SOLD in Last Two Years:

of Brokers/Agents sponsored by NAID Broker:

of Brokers/Agents/Staff on REO Team:

Attachments Required

In addition to this cover page please include the following attachments to be considered as a Local Listing Broker with K.M. Minemier & Associates, LLC.

Supporting Documentation to be included with RFP -

NAID Broker State Issued License

Sales Agent State Issued License – (If Applicable)

Primary Professional Resume

NAID Broker Authorization Letter Allowing Sale Agent(s) or Branch Brokers to List HUD Homes. (If Applicable)

Proof of MLS Membership(s)

Errors & Omissions Insurance Declaration Page

Motor Vehicle Insurance Declarations Page

HUD Assignment Proposed Marketing Plan (Maximum of 5 Pages)

Example of a Completed REO Broker Price Opinion (BPO)

Client References of Past REO/HUD Performance or Latest Performance

Coverage Area (List by Office Location and Town Serviced)

[NOTE: You may only service towns located within a 30-mile radius of each of your office locations. Do NOT include zip codes or Counties.]

Additional comments

Submittal Instructions

LLB RFP Submissions must be received by November 22, 2024 by 3pm EST.

Email completed RFP to:

assetmanagement@kmmrealty.com

Subject Line: 5P LLB RFP Submission Response – “NAID Broker Last Name, First Name”

Example: 5P LLB RFP Submission Response – Smith, Robert