

AUTHORIZED REPRESENTATIVE UNDERTAKING

I, _____, with business and/or address at _____
 hereby state THAT;

I am the Authorized Leasing/Selling Agent of Condo Units _____;

I UNDERTAKE and ASSUME full and complete responsibility for all consequences which arise in connection with the attached Endorsement by Unit Owner;

I certify that I am not banned/blacklisted as a real estate agent by Ayala Land Premier, Alveo, Ayala Property Management Corporations, Avida or any other real estate companies;

I likewise UNDERTAKE that in my conduct/practice of my profession within the Serendra premises, I shall comply with all of the House Rules & Regulations of Serendra Condominium Corporation (SCC) and any violation therein shall be subject to the following **“Schedule of Penalties for Brokers”**:

SCHEDULE OF PENALTIES FOR BROKERS

1	First Written Warning
2	Second Written Warning
3	One month suspension to conduct business/profession in Serendra premises
4	Banned to conduct business/profession in Serendra premises

VIOLATIONS	STARTING PENALTY
I. ADMINISTRATIVE	
1. Conducting business within Serendra condominium complex without the proper “Endorsement by Unit Owner” form submitted to management.	4
2. Violation of House Rules or standard operating procedures (SOP) issued by each respective District.	1* <i>* Starting penalty unless the House Rules prescribe otherwise or a separate violation is specifically covered in this schedule.</i>
3. Posting or removing without authority any material on the bulletin board or any condominium corporation property.	3
4. Unauthorized use of SCC’s staff, facilities, equipment or materials.	3
5. Unauthorized design, production and use of marketing materials using the Serendra logo without the SCC’s prior consent.	3
6. Distributing fliers or any marketing materials and soliciting or collecting contributions for any purpose whatsoever inside	3

the Serendra premises without proper authorization.	
7. Misrepresenting, falsifying any document or testimony (verbal/ written) given during condominium corporation administrative investigation. Disseminating false information or distortion of facts regarding the SCC, its staff, owners, residents or matters affecting the sale or lease transaction	4
8. Negotiating a lease with a term of less than six (6) months.	4
9. Failure to properly and adequately orient tenants or new owners on the House Rules.	3
10. Facilitating the tenancy of individuals/families/corporations that have been blacklisted by SCC and the management.	4
II. SECURITY REGULATIONS	
1. Refusal to show a valid government identification when identity needs to be verified. Interfering or refusal to submit to security checks by the security personnel in the performance of their duties.	3
2. Bringing in or attempting to bring in, possession, use and trafficking of illegal and/or prohibited drugs, chemicals and other substances, including equipment and paraphernalia for the manufacture or use of such illegal and/or prohibited drugs, chemicals and other substances within the Serendra complex.	4
3. Carrying of licensed firearms within Serendra without the approval of the condominium corp.	4
4. Carrying of explosives of any kind or deadly weapons (including unlicensed firearms, chemical, biological, etc.) of any kind within the condominium complex.	4
5. Discharge of a firearm or explosive whether accidental or otherwise in the condominium corporation's premises.	4
6. Unauthorized use of the RFID access card. Please refer to relevant provision of the House Rules.	4
7. Unauthorized use of a parking slot.	3
III. CONDUCT AND BEHAVIOR	
1. Threatening, intimidating, harassing, coercing and usage of insulting language within sight or hearing of or within Serendra and/or display of rude manners.	4
2. Provoking or instigating a fight within Serendra.	4
3. Fighting or inflicting bodily harm or injury to other people within Serendra.	4
4. Vandalism and damage to and/or any form of defacement to the common area or any property belonging to the condominium corporation or the unit owner.	4
5. Performing unlawful, immoral or acts of lasciviousness within the condominium complex.	4
6. Attempting to or actual stealing of any property of the condominium corporation or the unit owner.	4
7. Intoxication, gambling, betting, and conducting lotteries or	3

other similar acts within Serendra.	
8. Disturbance to neighbors.	1
9. Littering, unsanitary practices, smoking or disorderliness in any common area within the condominium complex.	1
10. Illegal use of the Condo Units including but not limited to, having parties, overnight stays, unauthorized use of facilities, with issued " Endorsement by Unit Owner "	4
11. Willfully ignoring the request by the Board of Trustees of SCC or its duly Authorized Representative for compliance with House Rules and Regulations	4

I hereby set my hand this _____ of day _____ in _____

SIGNATURE OVER PRINTED NAME

Address _____
 Tel. No. _____
Fax No. _____
Email Address _____
CTC / Passport No. _____
 Date and Place of Issue _____