

**ORION REAL ESTATE SERVICES
VENDOR RESPONSIBILITY
AND
NOTICE OF NO APPARENT OR ACTUAL AUTHORITY**

The undersigned “(Vendor)” acknowledges by executing this document that there is no representation by Orion Real Estate Services, Inc. Allied Inspections, Allied Realty Partners LLC, Allied Realty Services, Ltd., Allied Orion Group, LLC, or any other subsidiaries affiliated with the entities above (hereto collectively referred to as the “Company”), of any authority granted outside the executive staff to bind Company to any contractual obligation.

Vendor and Company agree that for purposes of this agreement executive staff shall be defined as the Regional Vice President, Vice President, and any Corporate Officers of Company. All other employees of Company lack the actual or apparent authority to enter into any contracts either orally or in writing that legally bind Company or any property where Company serves as the third party management agent.

Vendor acknowledges that Company is not the owner of the property and only acts in the legal capacity of a third party management agent. Although Company may issue checks to Vendor to pay invoices, the responsibility for the debts and liabilities of the property remains with the property owner and not Company.

Vendor agrees to conduct background checks and notify Company of any Vendor staff with felony criminal convictions that will be working on any Company owned property, property where Company serves as the third party management agent, or work performed that will allow Vendor to access sensitive financial or biographical information that if released may result in financial or personal damage to an individual or Company.

Vendor also acknowledges that Vendor will ensure that State and Federal anti-discrimination laws are followed when performing work on any Company owned property or property where Company serves as the third party management agent.

By signing this notice, you affirm that you understand the contents herein.

Signature

Date

Printed Name

Company Name

(Vendor Responsibility & No Authority rev. 5.21.15)

