

AUCDOCS



REAL ESTATE FORMS SYSTEM



LATEST RELEASE INCLUDES:

- Multi Database facility
- New Commercial Contract and Agency in system
 - New Rural Contract and Agency in system
- Ability to email forms directly from the system as an Acrobat PDF
 - Ability to add special contract conditions to be provided in the system
 - Future upgrades available on-line

The Society's AUCDOCS System is a suite of professional forms needed for real estate agents in South Australia with the highest quality and presentation.

You do not pay by the number of forms printed, as with other more expensive products.

AUCDOCS saves and manages forms created and the standard terms and forms are structured so the integrity of the licensed forms from the Society is protected. This is important to ensure common standards and best practice for the real estate profession and the Society's members.

Forms available in the AUCDOCS system are:

1. RESIDENTIAL AND RURAL MODULE

- Residential Contract and Agency
- Form 1
- Rural Contract and Agency
- Special Conditions
- Terms & Conditions of Sale
- Letter of Offer to Purchase
- Vendor Reserve and Instruction Form
- Bidder Registration Form
- Proxy Bidding Forms

2. RESIDENTIAL TENANCY

- Residential Tenancy Forms
- Property Management Agreements
- Inspection Sheet
- Tenancy Agreement

3. COMMERCIAL MODULE

- Commercial Contract and Agency
- Business Sale Contract and Agency
- Form 2 and Form 1
- Commercial Lease Documents
- Tender Forms

Modules 1 and 3 are each licensed annually for \$880 (including GST) for each office location. The licence fee includes all upgrades and full networking at one office location.

Module 2 is each licensed annually for \$660 (including GST).

The system will work on all Windows PC platforms and is available as a full working set for your evaluation.

Please note: You will need to be a member of the Society to use these forms.

For a demonstration disk, please tick the module(s) you would like to receive and send to:

Garry Topp

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Module 1 **Module 2** **Module 3**

