Agenda

Standard Forms Committee Meeting
Thursday, July 21, 2016
9:30 a.m. – 3:30 p.m.
HawaiiUSA FCU Community Room

I. Call to Order	**9:30 a.m.**	**Kalama Kim**
II. Minutes • Any corrections to May 26, 2016 meeting minutes	**9:31 a.m.**	**Kalama Kim**
III. Updates on issues of concern/interest to Committee	**9:32 a.m.**	**Kalama Kim**
IV. Subcommittees' Progress Reports (up to 1 minute each)	**9:35 a.m.**	**Kalama Kim**

A. RR201 – Purchase Contract - *Kalama*
B. RR210 – Residential Leasehold Property Addendum – *Liz*
C. RR211 - Receipt for Residential Leasehold Property – *Liz*
D. RR212 – Action on Residential Leasehold Property Disclosure – *Liz*
E. RR303 – Option Addendum – *Frank/Lori*
F. RR110 – Short Sale Addendum to Exclusive Right-to-Sell Listing Contract - *Kalama*
G. RR111 – Distressed Property Addendum to Exclusive Right-to-Sell Listing Contract - *Kalama*
H. RR222 – Distressed Property Addendum to Purchase Contract - *Kalama*
I. RR223 – Short Sale Addendum to Purchase Contract - *Kalama*
J. RR226 – Document Receipt – *Joyce/Liz/Patti*
K. NEW FORM – Rental Application Form - *Dusty*

V. Unfinished Business/New Business

A. RR221 – Dual Agency Consent Addendum • Review comments from membership	**9:45 a.m.**	**Beth Daily/Patti Ichida/Joyce Murphy/Bridget Arrastia**
B. RR105c – Project Information Form • Review subcommittee's draft • Review memo from GAC	**11:30 a.m.**	**Kalama Kim**
LUNCH BREAK	**12:00 p.m.**	**Kalama Kim**
Continue review of RR105c Project Information Form	**12:45 p.m.**	**Kalama Kim**
C. RR108 – Receipt of Project Information Form • Review subcommittee's draft	**1:15 p.m.**	**Kalama Kim**
D. RR202 – Early Occupancy Agreement • Review subcommittee's draft	**1:45 p.m.**	**Diane Fujikami/Beth Daily/Patti Ichida**
E. RR401 – Independent Contractor Agreement • Review subcommittee's draft	**3:00 p.m.**	**Roy Sakamoto**
VI. Date of Next Meeting • September 8, 2016 – teleconference/webinar	**3:29 p.m.**	**Kalama Kim**
VII. Adjournment	**3:30 p.m.**	**Kalama Kim**