



Instructions to Cooperating Brokerage to Collect Lease Payment

Please issue invoice and **send via email to:** angela.minnie@blok.co

Energy Realty
1111 Eldridge Parkway
Suite 200
Houston, TX 77077

Payment will be made by digital check and will be sent to the email address on your invoice.

Please be sure the following is on the invoice:

- Tenant Name
- Lease Start Date
- Property Address
- Monthly Rent Amount
- Energy Realty Listing Agent
- **Name and EMAIL ADDRESS of the person authorized to receive payment.**

Please include W-9 with your invoice.

Questions about payment should be directed to angela.minnie@blok.co