

# LA ROSA WEB SOLUTIONS

**TO:** [REDACTED]

**FROM:** Sacha Davidson

**SUBJECT:** Legitimate Real Estate Company - Client Profile

**DATE:** September 27, 2023

**CC:** [REDACTED]

## I. CLIENT SUMMARY

Legitimate Real Estate Company is a reputable and established firm dealing with high-end clientele in Canada's real estate market.

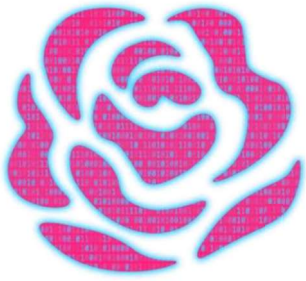
Their slogan is "We are a legitimate real estate company." Their mission is to maintain their rank as the world's most legitimate real estate company.

Specializing in residential real estate services, their customers require a professional firm to ensure they get the best deal possible, whether buying their first home or listing it on the market.

Their experienced agents are known for their intimate knowledge of the local real estate market and tenacious negotiation tactics.

## II. CLIENT LOGO





# LA ROSA WEB SOLUTIONS

**TO:** [REDACTED]  
**FROM:** Sacha Davison  
**SUBJECT:** Team Contract  
**DATE:** September 27, 2023  
**CC:** [REDACTED]

## Team Contract

This is our contract of participation; the rules of this contract are an agreement between the cofounders of La Rosa Web Solutions, Alicia Medina La Rosa and Sacha Davison, on how we will operate.

### I. COLLABORATION AGREEMENT

- a) Our team is responsible for helping each La Rosa Web Solutions member and has equally divided tasks to make this team more productive and efficiently use the time at hand.
- b) Each member has the right to share their thoughts and opinions. This right is to be respected by all team members.
- c) Task details must be made clear of what each party must do and accomplish to achieve their mutual goal.

### II. CONFLICT RESOLUTION

- a) Conflict resolutions should adhere to the communication standards in this document and by NBCC.
- b) If a conflict arises between team members, we will strive to resolve the dispute by directly addressing the cause or reaching a compromise that works for all parties and has a positive outcome for our team.

### **III. COMMUNICATION STANDARDS**

- a) All team members must communicate respectfully, proactively, and professionally.
- b) Communication about the project will occur in person or on Teams.
- c) Team members should check for new messages in Teams daily and acknowledge messages within a reasonable timeframe.
- d) All team members must review files shared on Microsoft Teams within a reasonable timeframe.
- e) Files related to the project should not be shared with members of other teams or other classes unless otherwise directed by the instructors.

### **IV. STAGES OF CORRECTIVE ACTION**

1. The first infraction against this contract will trigger a mandatory meeting in which the offending party will be required to explain to the team why they broke the terms of this agreement and how they plan to avoid future infractions. The instructors will be made aware of the occurrence.
2. A second infraction against this contract will require the offending party to submit an apology to all team members in writing, along with a guarantee that no further violations will occur. The instructors may give input on the matter.
3. Subsequent infractions against this contract will be handled at the instructors' discretion, and all team members shall be made aware of their decision.

**THIS IS WHERE THE SIGNATURES USED TO BE BEFORE I REMOVED THEM**