

STATEMENT OF REPRESENTATION FOR CUSTOMER

Do not assume that an agent is acting on your behalf, unless you have signed a contract with the agent's brokerage firm to represent you.

As a customer, you represent yourself. Any information that you, the customer, disclose to the agent representing another party will be disclosed to that other party.

Even though real estate licensees may be representing other parties, they are obligated to treat you honestly, give you accurate information and disclose all known adverse material facts.

OPTIONAL ACKNOWLEDGEMENT

Completion of this optional acknowledgement is not required by law. However, our brokerage firm prefers to have your acknowledgement so we are sure your choices were explained to you.

Please acknowledge receipt of the brochure by checking either the "BUYER" or "SELLER" box below and signing on the blanks provided.

This form is not a contract. If you choose to have an agent represent you, a written agency agreement must be signed. Unless you have a written agency agreement for an agent to represent you, the licensee will be presumed to be a transaction broker.

BUYER SELLER _____ DATE

BUYER SELLER _____ DATE

OUR FIRM'S POLICY

Firm Name: _____

This firm authorizes its agents to act as:

- Seller's Agents
- Designated Seller's Agents
- Subagents (Seller's Agent)
- Buyer's Agents
- Designated Buyer's Agents
- Transaction Brokers

Unless agreed upon differently in the listing agreement, the following is this firm's policy on offering cooperation and compensation to other agents:

- | | | |
|--------------------------|--------------------------|------------------------------|
| YES | NO | Offer cooperation to: |
| <input type="checkbox"/> | <input type="checkbox"/> | Subagents |
| <input type="checkbox"/> | <input type="checkbox"/> | Buyer's Agents |
| <input type="checkbox"/> | <input type="checkbox"/> | Transaction Brokers |

- | | | |
|--------------------------|--------------------------|-------------------------------|
| YES | NO | Offer compensation to: |
| <input type="checkbox"/> | <input type="checkbox"/> | Subagents |
| <input type="checkbox"/> | <input type="checkbox"/> | Buyer's Agents |
| <input type="checkbox"/> | <input type="checkbox"/> | Transaction Brokers |

This information is provided to give you an understanding of the brokerage firm's policy. It is neither an agreement nor a contract.



REAL ESTATE BROKERAGE RELATIONSHIPS BROCHURE

October 1997

SELLER'S AGENT

The seller's agent represents the seller only, so the buyer may either be unrepresented or represented by another agent.

The seller's agent is responsible for performing the following duties:

- Promoting the interests of the seller with the utmost good faith, loyalty and fidelity;
- Protecting the seller's confidences, unless disclosure is required;
- Presenting all offers in a timely manner;
- Advising the seller to obtain expert advice;
- Accounting for all money and property received;
- Disclosing to the seller all adverse material facts actually known about the buyer; and
- Disclosing to the buyer all adverse material facts actually known by the agent, including:
 - Environmental hazards affecting the property that are required to be disclosed;
 - The physical condition of the property;
 - Any material defects in the property or in the title to the property; and
 - Any material limitation on the seller's ability to complete the contract.

The seller's agent has no duty to:

- Conduct an independent investigation of the property for the benefit of the buyer; or
- Independently verify the accuracy or completeness of any statement made by the seller or any qualified third party.

DESIGNATED SELLER'S AGENT

The Designated Seller's Agent is a seller's agent who has been designated by the broker to represent the seller to the exclusion of all other licensees affiliated with the firm. The designated agent performs the duties of a seller's agent, while the other agents in the firm perform the duties of a transaction broker, unless they have a buyer's agency agreement.

BUYER'S AGENT

The buyer's agent represents the buyer only, so the seller may either be unrepresented or represented by another agent.

The buyer's agent is responsible for performing the following duties:

- Promoting the interests of the buyer with the utmost good faith, loyalty and fidelity;
- Protecting the buyer's confidences, unless disclosure is required;
- Presenting all offers in a timely manner;
- Advising the buyer to obtain expert advice;
- Accounting for all money and property received;
- Disclosing to the buyer all adverse material facts actually known about the seller; and
- Disclosing to the seller all adverse material facts actually known by the agent, including all material facts concerning the buyer's financial ability to perform the terms of the transaction.

The buyer's agent has no duty to:

- Conduct an independent inspection of the buyer's financial condition for the benefit of the seller; or
- Independently verify the accuracy or completeness of any statement made by the buyer or any qualified third party.

DESIGNATED BUYER'S AGENT

The Designated Buyer's Agent is a buyer's agent who has been designated by the broker to represent the buyer to the exclusion of all other licensees affiliated with the firm. The designated agent may show properties listed by other agents in the designated agent's firm. The designated agent performs all duties of a buyer's agent, while other agents in the firm perform the duties of a seller's agent or a transaction broker.

TRANSACTION BROKER

The transaction broker is not an agent for either party, so the transaction broker does not advocate for the interests of either party.

The transaction broker is responsible for performing the following duties:

- Protecting the confidences of both parties, including the following information:
 - The fact that a buyer is willing to pay more;
 - The fact that a seller is willing to accept less;
 - The factors that are motivating any party;
 - The fact that party will agree to different financing terms;
 - Any information or personal confidences about a party that might put the other party at an advantage.
- Exercising reasonable skill and care;
- Presenting all offers in a timely manner;
- Advising the parties regarding the transaction;
- Suggesting that the parties obtain expert advice;
- Accounting for all money and property received;
- Keeping the parties fully informed;
- Assisting the parties in closing the transaction;
- Disclosing to the buyer all adverse material facts actually known by the transaction broker, including the following:
 - Environmental hazards affecting the property that are required to be disclosed;
 - The physical condition of the property;
 - Any material defects in the property or in the title to the property; and
 - Any material limitation on the seller's ability to complete the contract.
- Disclosing to the seller all adverse material facts actually known by the transaction broker, including all material facts concerning the buyer's financial ability to perform the terms of the transaction.

The transaction broker has no duty to:

- Conduct an independent investigation of the property for the benefit of any party;
- Conduct an independent investigation of the buyer's financial condition; or
- Independently verify the accuracy or completeness of statements made by the seller, buyer or any qualified third party.