

EXCLUSIVE REPRESENTATION  
*and*  
REAL ESTATE COMMISSIONS

Some of the most difficult conversations in life revolve around loyalty and money! This short article addresses our working relationship and how I get paid.

When you agree to work with me as your buyer's agent, I will work with you to find, successfully bid on, and buy your dream home. The work I do from start to finish includes:

- locate homes (both on and off the market);
- arrange for and attend in-person showings with you;
- Round the clock access: I don't go home at 5:00 and say my working day is over. I am available to you 24 hours a day 7 days a week. This is on your schedule.
- Intake: I ask questions to assess your needs and desires around your new home purchase. I ask about your preferred level of communication and involvement. I determine your areas of concern so that I can address and remove those for you in advance. I like to meet with buyers in person initially to have this conversation, but I can also do this via email if you'd like to. If you're interested in having me send you properties that meet your needs, please fill out this form:(Let me help you find a home!).
- Search, search, search!: I go to work looking for homes that meet your criteria. I usually email these listings to clients, but I can provide them in other formats as you like.
- Visit homes: When you select listings that you're interested in, I coordinate with the seller to get you inside their home - all based on your schedule. While touring properties, I can point out areas of concern about the home, as well as positive aspects. I like buyers to be candid with me about what they like/dislike about the homes so that I can further tailor their search if they are not finding something they like initially.
- Determine the seller's motivation and needs: Structuring the offer to best fit your needs while keeping in mind what the seller wants can mean the

difference between getting the home you want and not. For instance, if the seller desires to stay in their home for a month after closing, I could suggest adding that into our offer, but possibly changing other things in your favor. It shows seller's that they are important and you're not just blindly faxing them an offer. This can also mean the difference between obtaining a great buy and paying too much.

- **Market knowledge and research:** I know the market well. I study it closely and know the value of neighborhoods for buyers trying to secure a new home. I'll also do research of recent sold comparables to show you what the market is like in your area and to help you structure an effective offer to purchase. Many times it is this extra edge that saves you. Curious about appreciation rates for your particular neighborhood? Or how condos compared to houses as an investment? I can provide any and all of this information. If you're curious right now about Market Stats, please see my webpage relating to it. **Writing Offer to Purchase:** When you are ready to make an offer on a particular home, I'll draft the Purchase and Sales Agreement, advising you on protective contingencies, customary practices and local regulations. I can also write up any special clauses you'd like (e.g. you need the seller to pay part of your closing costs, you want the seller to repair a broken window, etc). You won't believe how many times I've seen uninformed agents write contracts for buyers that are harmful to them.
- **Make your offer compelling:** There are certain things I can advise you to do to improve the odds that your offer becomes the winning one in a competitive bid situation.
- **Acceptance of Offer:** After I present your offer to the agent and seller, the seller has three options: they can accept your offer, counter your offer, or reject your offer. My negotiating skills, experience, and knowledge of your needs will benefit you in reaching a final agreement.
- **Open Escrow:** When the Purchase and Sales Agreement is accepted and signed by all parties, we will open escrow for you. Escrow will receive, hold and disburse all funds associated with your transaction. They will also handle the final paperwork and record the sale with the County. Throughout the transaction

I will be in close communication with escrow to make sure all is progressing smoothly and get them anything they need.

- Contingency Period: I'll assist, consult and facilitate during the contingency period to facilitate the financing/appraisal, inspections and any other contingencies on which your purchase is contingent. I will manage all of these activities to make sure they are done on time and correctly. I will advise you through every step of the process.
- Close Escrow: Several days before closing you will need to wire the balance of your down payment funds and sign your loan documents/closing papers. On the closing date, the deed will then be recorded at the County Recorder's office and you will take ownership of your home. I will assist through all of this making sure that it goes smoothly and your questions are answered.
- Recommendations: Over the years, I have cultivated a network of industry contacts to help support you through the transaction process. I can recommend a good escrow company, contractors, home inspectors, tax/legal specialists, insurance companies, mortgage brokers, etc.
- Be your advocate: That is my sole purpose - to be on your side and advocate your best interests throughout the process.
- Ongoing support: I will educate, assist and advise you along the way to buying a home. But you may also find that you have questions after the transaction has closed and you are settled into your new home. I am always available to you. Even if you purchased years ago!

I do not charge you any money for my services. I am paid by the sellers at the close of escrow/the day you get your keys! So, while I will work very hard for you, and give you amazing customer service that is personalized to you, I do not get paid unless and until you buy a property which is of course the risk I take.

In exchange for my work, I ask that you commit to working with me, and me alone. Some real estate agents require their buyer clients to sign an agreement to work together, some work on handshake and a mutual, verbal understanding, which is my

preference. We will be in regular communication when working toward finding you a home. And what comes with that is an understanding that if you are ever feeling like I am not giving you the service or attention you want, that you will let me know that and give me the chance to fix it.

I want you to trust me in this process and I want to trust that we are in it together!