

Buyer Representation Commitment

As a Realtor, in *addition* to PA state licensing law (**RELRA**, the Real Estate Licensing and Registration Act), I have a **Code of Ethics** as the “standard” to follow. Once you hire me as your Buyer agent I have 6 “**fiduciary duties**” to you as defined in the **Consumer Notice** and our representation contract. I specifically commit to offering my clients the following services:

1. Discuss your goals in terms of your needs and *wants*. These may evolve but we need a starting point so that we can *identify* properties and locations for you to consider;
2. I recommend that you get financially pre-qualified so that you can determine your personal comfort level as well to identify any obstacles as may arise. This will include discussing financing alternatives and the actual costs to purchase;
3. We will review your goals given your financial comfort level to make sure they match;
4. I will respect your confidentiality throughout the process AND *protect* and *promote your* best interests. We will discuss “dual agency”;
5. I will set up an *automated* MLS search based on your goals/ search criteria. I will explain how I do what I do and why I do what I do to maximize the “search results”. Any new listings, price-reduced listings and back-on-the-market listings will be emailed to you on a schedule selected by you (as they occur, afternoon or evening, twice a day). You will have access to a web portal to manage the property listings sent to you. I will modify your search criteria whenever you wish. While this process may not replace anything you do online, my search needs to be *accurate* for best results;
6. I will stay in contact with you throughout the buying process and be responsive to you when you contact me. I will provide you with my contact information and request the same from you to ensure that we have the ability to stay in touch throughout the process;
7. I will “show” you *any* property regardless of the listing company (this includes “private listings”) or how you learned of it/ them. I encourage you to “drive the neighborhood” *first* to make sure it fits your lifestyle. I suggest a day’s notice for showings as it takes time for some sellers to reply to showing requests;
8. I will provide you with any “material” information I know about a property including requesting a property disclosure and lead paint statement;
9. I will do a comparative/ competitive market analysis (**CMA**), including checking the marketing history of any properties that interest you and provide a “*range of value*” so that we can discuss a negotiating strategy should you wish to make a formal offer;
10. I will *explain, discuss* and *prepare* your purchase offer and then present it to the listing agent. You will receive copies of everything you sign, be “copied” on all emails and kept up-to-date as the process develops;
11. I will refer you to other professionals, such as lenders and property inspectors, as you wish to help us follow-through on your purchase;
12. Once your purchase offer is accepted, I will monitor the entire process through closing to ensure that you are well represented and advised every step of the way.