

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. I will discuss your goals in terms of your *needs* and *wants*. These may evolve but we need a starting point so that we can begin to *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 that 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 and 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 I send 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 the best results. In other words, we need to be using the same criteria;
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. This is a team effort;
7. I will “show” you *any* listed property regardless of the listing company (this includes “private listings” *unless* prohibited by the seller) or how you learned of it/ them. I encourage you to “drive the neighborhood” *first* to make sure it fits your lifestyle and to familiarize yourself with areas you may not know. I suggest a day’s notice for showings as it takes time for some sellers to reply to showing requests. “Time is of the essence” as far as getting into properties and deciding whether they meet your needs: you may be *competing* with other buyers;
8. I will provide you with any “material” information I know about a property including obtaining a property disclosure, lead paint statement and anything else the listing agent provides;
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 be kept *informed*;
11. I will refer you to other professionals as you wish to help us follow through on your purchase. This can include lenders, property inspectors, contractors and others as may be needed;
12. Once your purchase offer is accepted, I will *personally* monitor the entire process through settlement/ closing to ensure that you are well represented and advised every step of the way.

There is no time for inexperience, empty promises *or* false expectations!

HIRE WISELY: We are not “*all the same*”!