

- 1. All offers in writing (if it is not in writing, it's nothing, **LITERALLY**).
- 2. Be careful about accepting or sending narratives exposing people, marital/familial status, race, creed, color, religion, or similar facts that could create prejudice or preconceptions that could hurt more than help.
- 3. No photos of your buyers.
- 4. Sellers decides on when to view and accept offers, not agents. You can only recommend.
- 5. If you post terms, conditions, and timelines on the MLS have those signed off by the seller. Otherwise, sellers could change their mind. So, you might want to put a disclaimer that seller may change terms and conditions without prior notice.
- 6. Face to face offers presentations cannot be rejected by agents unless sellers reject it in writing.
- 7. Title company picked by seller if seller really cares and is paying, but if seller doesn't really care don't be an impediment. If buyer pays, buyer's choice.
- 8. Counter offers to be binding must be in writing!
- 9. It's wise if offer over asking price, to request proof of funds.
- 10. Always remember your fiduciary responsibility.
- 11. You cannot dictate in the remarks a higher price than listed price. Instead increase the asking price.