

→ **Important Information for the Seller of Real Property** ←

1. *You, the Seller, are expected to provide the real estate brokerage company with the following requested information for the listing of your property: 2 keys, the amount of heated and cooled square footage with a drawing showing the square footage figures, amount of all property taxes, copy of ownership information portion of deed and legal description (if metes and bounds description or unrecorded subdivision), completion of all required forms and disclosures, and any other relevant information that is requested.*
2. ***Notice: It is imperative that any and all information provided by you, the Seller, be complete, truthful, and accurate to the best of your knowledge. Prospective buyers will make decisions based upon information provided by you such as, but not limited to, the Seller's Disclosure of Property Condition form, amount of property taxes, and square footage figures. Careful deliberation is very important and is, in fact, a necessity in gathering, preparing and delivering the property information. Providing, to the best of your knowledge, accurate and completely truthful information relevant to your property reduces your risk of liability.***
3. *During the entire period of time that the property is listed through the closing of the sale, you must inform the real estate brokerage company of any changes in the property, in the facts relevant to the property, and/or in property condition. The information on the Seller's Disclosure of Property Condition form must be current and up-to-date.*
4. *You are expected to review for accuracy and verify information that is prepared by the real estate brokerage company regarding the property such as, but not limited to, flyers containing property facts and MLS data.*
5. *You are expected to sign requested information such as, but not limited to, verification of information. You are also expected to receipt, for our records, specific documents and information that you receive.*
6. ***Notice: The real estate brokerage company requests that you leave all utilities "on" until closing and funding of the property occurs. Even if the property is vacated prior to closing, please leave utilities "on".***
7. *You will be provided with services unique to a plan designed especially for the sale of your property. One of the things you will receive is an opinion of property value. The real estate agent is not a certified appraiser. If you would like an appraisal, you will need to seek the professional services of a certified real estate appraiser.*
8. *During the period of time that your property is listed, you will receive Progress Reports and Suggestions regarding the marketing of your property. These are usually delivered via e-mail. In the event you would like an update on activity in-between reports, please do not hesitate to call.*

Please acknowledge receipt of this information for the licensee's records by signing and dating below.

Seller (s)

date