

Exclusive Right of Sale Listing Agreement

This Exclusive Right of Sale Listing Agreement ("Agreement") is between

_____ ("Seller")

and brokerage _____ ("Broker").

1. Authority to Sell Property: Seller gives Broker the EXCLUSIVE RIGHT TO SELL the real and personal property (collectively "Property") described below, at the price and terms described below, beginning _____ and terminating at 11:59 p.m. on _____ ("Termination Date"). Upon full execution of a contract for sale and purchase of the Property, all rights and obligations of this Agreement will automatically extend through the date of the actual closing of the sales contract. Seller and Broker acknowledge that this Agreement does not guarantee a sale. This Property will be offered to any person without regard to race, color, religion, sex, handicap, familial status, national origin, or any other factor protected by federal, state, or local law. Seller certifies and represents that she/he/it is legally entitled to convey the Property and all improvements.

2. Description of Property:

(a) Street Address: _____

Legal Description: _____

See Attachment _____

(b) Personal Property, including appliances: _____

See Attachment _____

(c) Occupancy:

Property is is not currently occupied by a tenant. If occupied, the lease term expires _____.

3. Price and Terms: The property is offered for sale on the following terms or on other terms acceptable to Seller:

(a) Price: \$ _____

(b) Financing Terms: Cash Conventional VA FHA Other (specify) _____

Seller Financing: Seller will hold a purchase money mortgage in the amount of \$ _____ with the following terms: _____

Assumption of Existing Mortgage: Buyer may assume existing mortgage for \$ _____ plus an assumption fee of \$ _____. The mortgage is for a term of _____ years beginning in _____, at an interest rate of _____ % fixed variable (describe) _____.

Lender approval of assumption is required is not required unknown. **Notice to Seller: (1)** You may remain liable for an assumed mortgage for a number of years after the Property is sold. Check with your lender to determine the extent of your liability. Seller will ensure that all mortgage payments and required escrow deposits are current at the time of closing and will convey the escrow deposit to the buyer at closing.

(2) Extensive regulations affect Seller financed transactions. It is beyond the scope of a real estate licensee's authority to determine whether the terms of your Seller financing agreement comply with all applicable laws or whether you must be registered and/or licensed as a loan originator before offering Seller financing. You are advised to consult with a legal or mortgage professional to make this determination.

(c) Seller Expenses: Seller will pay mortgage discount, other closing costs, or concessions not to exceed \$ _____, and any other expenses Seller agrees to pay in connection with a transaction.

4. Broker Obligations: Broker agrees to make diligent and continued efforts to sell the Property in accordance with this Agreement until a sales contract is pending on the Property. This includes, except when not in Seller's best interests, cooperating and communicating with other brokers and making the property available for showings.

5. Multiple Listing Service: Placing the Property in a multiple listing service (the "MLS") is beneficial to Seller because the Property will be exposed to a large number of potential buyers. As a MLS participant, Broker is obligated to enter the Property into the MLS within one (1) business day of marketing the Property to the public (see Paragraph 6(a)) or as necessary to comply with local MLS rule(s). This listing will be published accordingly in the MLS unless Seller directs Broker otherwise in writing. (See paragraph 6(b)(i)). Seller authorizes Broker to report to the MLS this listing information and price, terms, and financing information on any resulting sale for use

Seller (_____) (_____) and Broker/Authorized Associate (_____) (_____) acknowledge receipt of a copy of this page, which is Page 1 of 6. The Parties acknowledge this form should not be used to share offers of compensation to buyer brokers or other buyer representatives via any field in the Multiple Listing Service.

48 by authorized Board / Association members and MLS participants and subscribers unless **Seller** directs **Broker**
49 otherwise in writing.

50 **6. Broker Authority: Seller** authorizes **Broker** to:

- 51 (a) Market the Property to the Public (unless limited in Paragraph 6(b)(i) below):
- 52 (i) Public marketing includes, but is not limited to, flyers, yard signs, digital marketing on public facing
53 websites, brokerage website displays (i.e. IDX or VOW), email blasts, multi-brokerage listing sharing
54 networks and applications available to the general public.
- 55 (ii) **Public marketing also includes marketing the Property to real estate agents outside Broker's**
56 **office.**
- 57 (iii) Place appropriate transaction signs on the Property, except if Paragraph 6(b)(i) is checked below.
- 58 (iv) Use **Seller's** name in connection with marketing or advertising the Property.
- 59 Display the Property on the Internet except the street address.
- 60 (b) Not Publicly Market to the Public/Seller Opt-Out:
- 61 (i.) **Seller** does not authorize **Broker** to display the Property on the MLS.
- 62 (ii.) **Seller** understands and acknowledges that if **Seller** checks option 6(b)(i), a For Sale will not be placed
63 upon the Property and
- 64 (iii.) **Seller** understands and acknowledges that if **Seller** checks option 6(b)(i), **Broker** will be limited to
65 marketing the Property only to agents within **Broker's** office.
- 66 _____ / _____ **Initials of Seller**
- 67 (c) Obtain information relating to the present mortgage(s) on the Property.
- 68 (d) Provide objective comparative market analysis information to potential buyers.
- 69 (e) **(Check if applicable)** Use a lock box system to show and access the Property. A lock box does not
70 ensure the Property's security. **Seller** is advised to secure or remove valuables. **Seller** agrees that the lock
71 box is for **Seller's** benefit and releases **Broker**, persons working through **Broker**, and **Broker's** local Realtor
72 Board / Association from all liability and responsibility in connection with any damage or loss that occurs.
- 73 Withhold verbal offers. Withhold all offers once **Seller** accepts a sales contract for the Property.
- 74 (f) Act as a single agent of **Seller** with consent to transition to transaction broker.
- 75 (g) **Virtual Office Websites:** Some real estate brokerages offer real estate brokerage services online. These
76 websites are referred to as Virtual Office Websites ("VOWs"). An automated estimate of market value or
77 reviews and comments about a property may be displayed in conjunction with a property on some VOWs.
78 Anyone who registers on a VOW may gain access to such automated valuations or comments and reviews
79 about any property displayed on a VOW. Unless limited below, a VOW may display automated valuations or
80 comments and reviews about this Property.
- 81 **Seller** does not authorize an automated estimate of the market value of the listing (or a hyperlink to such
82 estimate) to be displayed in immediate conjunction with the listing of this Property.
- 83 **Seller** does not authorize third parties to write comments or reviews about the listing of the Property (or
84 display a hyperlink to such comments or reviews) in immediate conjunction with the listing of this Property.

85 **7. Seller Obligations:** In consideration of **Broker's** obligations, **Seller** agrees to:

- 86 (a) Cooperate with **Broker** in carrying out the purpose of this Agreement, including referring immediately to
87 **Broker** all inquiries regarding the Property's transfer, whether by purchase or any other means of transfer.
- 88 (b) Recognize **Broker** may be subject to additional MLS obligations and potential penalties for failure to comply
89 with them.
- 90 (c) Provide **Broker** with keys to the Property and make the Property available for **Broker** to show during
91 reasonable times.
- 92 (d) Inform **Broker** before leasing, mortgaging, or otherwise encumbering the Property.
- 93 (e) Indemnify **Broker** and hold **Broker** harmless from losses, damages, costs, and expenses of any nature,
94 including attorney's fees, and from liability to any person, that **Broker** incurs because of (1) **Seller's**
95 negligence, representations, misrepresentations, actions, or inactions; (2) the use of a lock box; or (3) the
96 existence of undisclosed material facts about the Property.
- 97 (f) Perform any act reasonably necessary to comply with FIRPTA (Section 1445 of the Internal Revenue Code).
- 98 (g) Make all legally required disclosures, including all facts that materially affect the Property's value and are not
99 readily observable or known by the buyer. **Seller** certifies and represents that **Seller** knows of no such
100 material facts (local government building code violations, unobservable defects, etc.) other than the following:
- 101 _____
- 102 **Seller** will immediately inform **Broker** of any material facts that arise after signing this Agreement.
- 103 (h) Consult appropriate professionals for related legal, tax, property condition, environmental, foreign reporting
104 requirements, and other specialized advice.

Seller (____) (____) and Broker/Authorized Associate (____) (____) acknowledge receipt of a copy of this page, which is Page 2 of 6.
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any field in the Multiple Listing Service.

- 105 8. **Compensation:** Seller will compensate Broker as specified below if a buyer is procured who is ready, willing,
106 and able to purchase the Property or any interest in the Property on the terms of this Agreement or on any other
107 terms acceptable to Seller. Seller will pay Broker as follows:
- 108 (a) _____% of the total purchase price plus \$_____ OR \$_____, no
109 later than the date of closing specified in the sales contract. However, closing is not a prerequisite for Broker's
110 fee being earned.
- 111 (b) _____ (\$ or %) of the consideration paid for an option, at the time an option is created. If the option is
112 exercised, Seller will pay Broker the Paragraph 8(a) fee, less the amount Broker received under this
113 subparagraph.
- 114 (c) _____ (\$ or %) of gross lease value as a leasing fee, on the date Seller enters into a lease or
115 agreement to lease, whichever is earlier. This fee is not due if the Property is or becomes the subject of a
116 contract granting an exclusive right to lease the Property.
- 117 (d) Broker's fee is due in the following circumstances: (1) If any interest in the Property is transferred, whether by
118 sale, lease, exchange, governmental action, bankruptcy, or any other means of transfer, regardless of whether
119 the buyer is secured by Seller, Broker, or any other person. (2) If Seller refuses or fails to sign an offer at the
120 price and terms stated in this Agreement, defaults on an executed sales contract, or agrees with a buyer to
121 cancel an executed sales contract. (3) If, within _____ days after Termination Date ("Protection Period"),
122 Seller transfers or contracts to transfer the Property or any interest in the Property to any prospects with whom
123 Seller, Broker, or any real estate licensee communicated regarding the Property before Termination Date.
124 However, no fee will be due Broker if the Property is relisted after Termination Date and sold through another
125 broker.
- 126 (e) **Retained Deposits:** As consideration for Broker's services, Broker is entitled to receive _____% of all
127 deposits that Seller retains as liquidated damages for a buyer's default in a transaction, not to exceed the
128 Paragraph 8(a) fee.
- 129 (f) **Brokerage commissions are not set by law and are fully negotiable.**
- 130 9. **Notice to Seller Regarding Buyer Brokers:** The buyer's broker, even if compensated by Seller or Broker, will
131 provide services for the buyer. Seller is advised and is aware that Seller may, but is not required to, compensate a
132 buyer's broker upon closing. Seller may choose to enter into a separate written agreement to pay buyer's broker
133 or may approve Broker to pay buyer's broker in accordance with paragraph 10. Seller also understands:
- 134 (a) "Buyer's broker" may include this Broker if Broker also works with buyer on this transaction;
- 135 (b) If this occurs during the duration of this listing, Broker will be entitled to the compensation in
136 paragraph 8 for services performed for Seller, as well as the buyer's broker compensation in
137 paragraph 10(a) for services performed for buyer; the Seller should therefore take this into
138 consideration when negotiating compensation; and
- 139 (c) Broker may receive separate compensation from buyer for services rendered to buyer by Broker.
- 140 10. **Compensation to Buyer Brokers: Brokerage commissions are not set by law and are fully negotiable.**
141 Seller approves the following (check all that apply; if no option is checked then option (c) is deemed to be
142 selected):
- 143 (a) Seller authorizes Broker to offer compensation to buyer's broker in the amount of: _____% of the
144 purchase price or \$_____. (This amount will be paid from Broker to buyer's broker from
145 the compensation amount agreed to in paragraph 8.) This compensation will be set forth in a separate
146 written agreement between Broker and buyer's broker.
- 147 (b) Seller authorizes Broker to offer compensation to buyer's broker from Seller in the amount of:
148 _____% of the purchase price or \$_____. This compensation will be set forth in a
149 separate written agreement between Seller and buyer's broker.
- 150 (c) No compensation will be offered to buyer's broker.
- 151
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154 **11. Brokerage Relationship:**

155 **SINGLE AGENT NOTICE**

156 **FLORIDA LAW REQUIRES THAT REAL ESTATE LICENSEES OPERATING AS SINGLE AGENTS DISCLOSE TO**
157 **BUYERS AND SELLERS THEIR DUTIES.**

158 As a single agent, _____
159 and its associates owe to you the following duties:

- 160 1. Dealing honestly and fairly;
- 161 2. Loyalty;
- 162 3. Confidentiality;
- 163 4. Obedience;
- 164 5. Full Disclosure;
- 165 6. Accounting for all funds;
- 166 7. Skill, care, and diligence in the transaction;
- 167 8. Presenting all offers and counteroffers in a timely manner, unless a party has previously directed the licensee
- 168 otherwise in writing; and
- 169 9. Disclosing all known facts that materially affect the value of residential real property and are not readily observable.

170 _____
171 Signature Date

172 _____
173 Signature Date

174 * * * * *

175 **CONSENT TO TRANSITION TO TRANSACTION BROKER**

176 **FLORIDA LAW ALLOWS REAL ESTATE LICENSEES WHO REPRESENT A BUYER OR SELLER AS A SINGLE**
177 **AGENT TO CHANGE FROM A SINGLE AGENT RELATIONSHIP TO A TRANSACTION BROKERAGE**
178 **RELATIONSHIP IN ORDER FOR THE LICENSEE TO ASSIST BOTH PARTIES IN A REAL ESTATE**
179 **TRANSACTION BY PROVIDING A LIMITED FORM OF REPRESENTATION TO BOTH THE BUYER AND THE**
180 **SELLER. THIS CHANGE IN RELATIONSHIP CANNOT OCCUR WITHOUT YOUR PRIOR WRITTEN CONSENT.**

181 As a transaction broker, _____
182 and its associates, provides to you a limited form of representation that includes the following duties:

- 183 1. Dealing honestly and fairly;
- 184 2. Accounting for all funds;
- 185 3. Using skill, care, and diligence in the transaction;
- 186 4. Disclosing all known facts that materially affect the value of residential real property and are not readily observable
- 187 to the buyer;
- 188 5. Presenting all offers and counteroffers in a timely manner, unless a party has previously directed the licensee
- 189 otherwise in writing;
- 190 6. Limited confidentiality, unless waived in writing by a party. This limited confidentiality will prevent disclosure that the
- 191 seller will accept a price less than the asking or listed price, that the buyer will pay a price greater than the price
- 192 submitted in a written offer, of the motivation of any party for selling or buying property, that a seller or buyer will agree
- 193 to financing terms other than those offered, or of any other information requested by a party to remain confidential; and
- 194 7. Any additional duties that are entered into by this or by separate written agreement.

195 Limited representation means that a buyer or seller is not responsible for the acts of the licensee. Additionally, parties
196 are giving up their rights to the undivided loyalty of the licensee. This aspect of limited representation allows a licensee
197 to facilitate a real estate transaction by assisting both the buyer and the seller, but a licensee will not work to represent
198 one party to the detriment of the other party when acting as a transaction broker to both parties.

199 I agree that my agent may assume the role and duties of a transaction broker.

200 _____
201 Signature Date

202 _____
203 Signature Date

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12. Conditional Termination: At **Seller's** request, **Broker** may agree to conditionally terminate this Agreement. If **Broker** agrees to conditional termination, **Seller** must sign a withdrawal agreement, reimburse **Broker** for all direct expenses incurred in marketing the Property, and pay a cancellation fee of \$_____ plus applicable sales tax. **Broker** may void the conditional termination, and **Seller** will pay the fee stated in Paragraph 8(a) less the cancellation fee if **Seller** transfers or contracts to transfer the Property or any interest in the Property during the time period from the date of conditional termination to Termination Date and Protection Period, if applicable.

13. Dispute Resolution: This Agreement will be construed under Florida law. All controversies, claims, and other matters in question between the parties arising out of or relating to this Agreement or the breach thereof will be settled by first attempting mediation under the rules of the American Arbitration Association or other mediator agreed upon by the parties. If litigation arises out of this Agreement, the prevailing party will be entitled to recover reasonable attorney's fees and costs, unless the parties agree that disputes will be settled by arbitration as follows: **Arbitration:** By initialing in the space provided, **Seller** (____) (____), and **Broker or Authorized Associate** (____) agree that disputes not resolved by mediation will be settled by neutral binding arbitration in the county in which the Property is located in accordance with the rules of the American Arbitration Association or other arbitrator agreed upon by the parties. Each party to any arbitration (or litigation to enforce the arbitration provision of this Agreement or an arbitration award) will pay its own fees, costs, and expenses, including attorney's fees, and will equally split the arbitrator's fees and administrative fees of arbitration.

14. Miscellaneous: This Agreement is binding on **Seller's** and **Broker's** heirs, personal representatives, administrators, successors, and assigns. **Broker** may assign this Agreement to another listing office. This Agreement is the entire agreement between **Seller** and **Broker**. No prior or present agreements or representations will be binding on **Seller** or **Broker** unless included in this Agreement. Electronic signatures are acceptable and will be binding. Signatures, initials, and modifications communicated by facsimile will be considered as originals. The term "buyer" as used in this Agreement includes buyers, tenants, exchangors, optionees, and other categories of potential or actual transferees.

15. Additional Terms: _____

245 **Seller's Signature:** _____ **Date:** _____

246 Home Telephone: _____ Work Telephone: _____ Facsimile: _____

247 Address: _____

248 Email Address: _____

249 **Seller's Signature:** _____ **Date:** _____

250 Home Telephone: _____ Work Telephone: _____ Facsimile: _____

251 Address: _____

252 Email Address: _____

253 **Broker or Authorized Sales Associate:** _____ **Date:** _____

254 Brokerage Firm Name: _____ Telephone: _____

255 Address: _____

256 Copy returned to **Seller** on _____ by email facsimile mail personal delivery.

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