Seller(s) Name:	("Seller")
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I/we, authorize MLS4owners.com ("MLS4OWNERS") to advertise the real property ("Property") described herein. For the purpose of this Agreement: (a) "MLS" means a multiple listing service that serves the city in which the property is located, and (b) "sell" includes a contract to sell; exchange or contract to exchange; option to purchase; and/or a lease with option to purchase.

- **1. Owner can sell property without paying a commission:** Unlike most listing agreements, this is NOT an "exclusive right to sell" agreement. Under "exclusive right to sell" the listing broker gets paid a commission regardless of how the home sells. Under this agreement, if the buyer is not working with a broker, the owner can sell the property without paying a commission.
- 2. Agency relationship: MLS4OWNERS will not be an agent or negotiate on behalf of Seller in the purchase and sale transaction. MLS4OWNERS will not handle any earnest money on behalf of Seller or maintain a completed purchase and sale agreement in a transaction file. MLS4OWNERS is not a party to the transaction. MLS4OWNERS will comply with the Duties of Real Estate Licensees under the Washington Law of Real Estate Agency (RCW 18.86). Seller agrees to receive written offers directly from buyers or Buyer's broker (also known as Selling Broker). Any broker who procures a prospective buyer for the property is presumed to represent the <u>Buyer</u>. Seller acknowledges receipt of the information pamphlet entitled "The Law of Real Estate Agency" (free download from the website).
- **3. Commission:** If the purchase and sale agreement is written by a real estate licensee, Seller agrees to pay at closing the commission (also known as the selling office commission or SOC) displayed in this Agreement. The MLS requires that all members be aware of a specific commission that is being offered, and that the amount displayed in their database be <u>non-negotiable</u>. While we can change the amount in the database, the MLS requires that its members know how much they will be paid to represent the buyer. The commission offered is in the discretion of the Seller and will be advertised only to real estate licensees. Seller agrees to indemnify and hold harmless MLS4OWNERS from any commission claim brought by a Buyer's Broker. If there is a commission dispute, seller agrees to allow the escrow company to place the amount in dispute in an escrow account until arbitrated/distributed through the MLS or REALTOR® association.

On the commission paragraph of the MLS Form 1B, please indicate the amount of commission Seller pledges to pay at closing if the buyer works with a brokerage. This amount will be advertised to MLS member brokerages. Multiple listing services have ruled that any vagueness in the offered commission will be decided in favor of the buyer's brokerage. To avoid such confusion, the commission must be stated as either a simple fixed percentage (most common) or a fixed dollar amount.

- 4. Advertisement Fee and Compliance Deposit: Prior to activation, Seller will pay the advertisement fee for the program Seller selects (see website front page), plus a refundable \$100 deposit. MLS4OWNERS and its customers' properties are subject to state licensing laws and the rules of your local multiple listing service. Compliance with those regulations will ensure that your property and the properties of other sellers continue to have access to the privilege of being listed in your multiple listing service. If Seller adheres to the "Duties of Seller" described in this Agreement, MLS4OWNERS will return the deposit within 10 business days of notification of the closing of the sale or the return of the keybox, whichever comes later. Seller will forfeit deposit if property is not returned within 30 days.
- 5. Successful sale involving a buyer's broker: When a buyer is represented by a broker, MLS4OWNERS is required to be involved in responding to buyer's needs regarding the title company, escrow, lender, appraiser, and home inspector requests for additional information, and/or coordination of inspections, and/or signatures of federal lending/disclosure forms, and/or escrow forms, and/or other acts required to comply with the Washington State real estate law RCW 18.86. The cost of this service is paid through a \$300 deduction from the buyer's brokerage's commission and is credited to MLS4OWNERS at closing. Seller understands that the administrative fee that comes from the broker's funds covers work provided by MLS4OWNERS to enable service providers to perform the steps required

to close your sale. It is not a commission and does not create an agency relationship between Seller and MLS4OWNERS.

**6. Keybox:** MLS rules require all listed improved residential properties have an MLS keybox installed on the premises <u>except</u> when the seller(s) have excluded the requirement from the listing agreement. The keybox is property of MLS4OWNERS and may not be converted to other uses. No other keybox type can be advertised. (Seller may use any type of key box, however, most MLS's do not allow non-MLS keyboxes to be advertised to agents in the MLS listing.)

MLS4OWNERS will provide an MLS authorized keybox if Seller pays the \$100 rental fee. Such keybox may be opened by an electronic master key held by all MLS members, and affiliated third parties such as inspectors and appraisers. The keybox must be returned to MLS4OWNERS within 10 days of ending of the listing. Seller shall be liable for MLS4OWNERS' actual damages for failure to return keybox. Before accepting the use of a keybox, Seller should consider whether the convenience of using a keybox outweighs the security risk and costs of putting a house key in the possession of a third party. If you want to be EXCLUDED from this requirement, please signify below.

Please do NOT provide a Keybox (initia	al if this is y	our choice)
remove one signpost, sign, and Call Seller radditional charges may apply for CALL BEF yendor. Replacement installations due to los and signs are the property of MLS4OWNER be returned at the conclusion of the Advertisenstallation for duration of advertisement. MI damage caused by signpost installation. No Seller. The nature of the signage varies bas areas, installation is not available. In these continuous the seller. Home Improvement stores care	rider. (Installation of Control o	S and its vendors are not responsible for property illable for complimentary services declined by
Seller requests the following:		
Yard Arm, For Sale Sign:	□Yes	□No (Included with Classic Package)
Flyer Box:	□Yes	□ <b>No</b> (Included with <b>Classic Package</b> )
	ire to mark th	ns. Sign location must be marked by Seller with a ne location will result in service delays. Sign nding on weekends.

- **8.** Advertising on websites: In addition to publication in the multiple listing service database (where brokers get their information), Seller agrees to allow the Property to be advertised on the public websites of real estate brokers, as well as other websites selected by MLS4OWNERS. Broker websites do not display seller contact information because their goal is to attract buyers whom they can represent in the purchase of the property. Seller holds MLS4OWNERS harmless for publication of address, map and any other contact information in connection with this Agreement. Seller acknowledges that MLS4OWNERS does not control the content, quality, or value estimates displayed on websites, including those of brokerages. Each real estate website maintains its own standards regarding how much information to display about properties, and the frequency with which they are updated. MLS4OWNERS cannot guarantee the availability of any particular public website and this advertising is offered in good faith and is not guaranteed.
- **9.** Listing data, narrative and driving directions: MLS4OWNERS submits MLS data based on information provided by Seller. Listing Input Form check boxes and fill-in-the-blank options are dictated by the MLS and CANNOT be customized. Each MLS has its own limits on remarks and photos. Public Marketing Remarks, a narrative of <u>up to 500 characters including spaces</u>, will display to brokers and the public. The Marketing Remarks show in the multiple listing service and on most real estate websites.

You may describe the special features of your home as long as you stay within Equal Housing guidelines. Multiple Listing Service rules govern some of the content of the Marketing Remarks. For example, <u>you CANNOT include open house dates</u>, <u>phone numbers</u>, <u>web or email addresses</u>, <u>virtual tour links</u>, <u>or commission info here</u>.

- **10. Photographs:** Seller understands buyers evaluate listings by the quality and quantity of photographs. Sellers must submit photographs to MLS4OWNERS, which become the property of MLS4OWNERS. Photos must be in .jpg (JPEG) format and should be in normal landscape orientation (upright "portrait" photos and wide panoramas may be distorted on some websites). The ideal size is 1024 x 768 pixels. Once in the MLS database, photos are available immediately to brokers and are republished by participating public real estate sites (including MLS4owners.com), with data usually showing within 24 hours. Each independent website has its own policy on display of photos and listing data.
  - 11. Duties of Seller: PLEASE READ AND UNDERSTAND YOUR DUTIES
- a. NOTIFICATION UPON MUTUAL ACCEPTANCE OF OFFER: To protect sellers from commission disputes/arbitration, compliance with MLS rules is mandatory. Within 12 hours of mutual acceptance of a purchase and sale agreement, Seller must send to MLS4OWNERS the first page of that agreement so MLS4OWNERS can report to MLS members the date of mutual acceptance, the name of the buyer's broker, and the status of contingencies (the mutually accepted price does not become visible to brokers until after the sale closes). Seller shall also notify MLS4OWNERS within one day when sales contingencies are satisfied or waived, as well the date and final sales price when the sale closes. If failure to notify MLS4OWNERS of status changes results in MLS4OWNERS being fined by a multiple listing service, that amount will be charged to the seller. If you are using a personalized home page on the MLS4OWNERS web site, please also update your status on that page.
- **b. TELEPHONE**: Seller will maintain a valid telephone number so that buyers and brokers can communicate with Seller, and will provide written notice to MLS4OWNERS of changes in telephone numbers
- c. CHANGES AND QUESTIONS: <u>Sellers must maintain and monitor an active email address</u> for communication with MLS4OWNERS, to protect the seller and provide efficient, accurate and documented responses and changes. Once your listing is activated please use email/Internet for all communication. For faster service please include your MLS # on all emails.
- **d. RETURN OF PROPERTY**: The key boxes, flyer boxes, riders, signs and signposts are valuable assets and belong to MLS4OWNERS.com or third-party vendors. Within 10 days of the close of a sale, Seller shall return or make arrangements for the return of all property of MLS4OWNERS and its vendors, including signposts and keyboxes.
- **e. PLACEMENT OF SIGN POSTS**: Seller vouches that Seller owns the land on which signs are installed. MLS4OWNERS is not responsible for replacement of signs removed or damaged by property

owners or municipalities. Do not remove post without Vendor's approval.

- f. REVIEW FOR ACCURACY: We are human and make mistakes. Thank you for reviewing the listing for accuracy, as MLS4OWNERS accepts no liability for errors or omissions and will be in no case liable to Seller for any amount in excess of the Advertisement Fee. Seller agrees to indemnify, defend and hold MLS4OWNERS harmless from all claims, disputes, litigation, judgments attorney fees and costs arising from any incorrect information supplied by Seller or from any material facts or omissions that Seller knows but fails to disclose.
- **g. THIRD PARTIES:** Seller understands MLS4owners may license its name/trademark to third party service providers, and may collect royalty fees from those service providers.

Please review this Agreement and the MLS4owners Manual to answer your questions, and understand seller's obligations.

- **12. Duties of MLS4owners:** MLS4owners will (a) submit information provided by Seller to the local MLS within one business day; (b) submit for publication photos provided by Seller; (c) provide Seller, upon request, the use of a real estate "For Sale" sign, sign post and "Call Seller" Rider for the Property during the term of the listing; (d) upon payment, update the MLS with reasonable changes (provided by Seller in writing) to listing data, photos, marketing remarks and driving directions. If complete information is not submitted, MLS4owners will defer accepting the listing.
- **13. Fees:** Seller shall pay MLS4owners a non-refundable advertisement fee in exchange for the services of MLS4owners as set forth herein. This fee shall become due and payable <u>prior</u> to activation of Seller's Listing, and is considered 100% earned upon activation. Online payment will enable speediest activation. Any commission Seller has agreed to pay to any buyer's broker is separate and apart from the non-refundable advertisement fee provided herein.

Changes to listings are made within 1 business day. Change fee only applies to Entry and Gold Packages, for which a \$25 fee covers all changes requested in one email. The change fee must be paid in advance, which is easy to do on our website via credit or debit card. There is no fee for changing the status of a listing from Active to Pending, Sold or Canceled.

See Paragraph 5 for Administrative Fee for successful sale when buyer uses a broker. In the event either party employs an attorney to enforce any terms of this Agreement and is successful, the other party agrees to pay reasonable attorneys' fees. In the event of trial, the successful party shall be entitled to an award of attorneys' fees and expenses; the amount of the attorneys' fees and expenses shall be fixed by the court. The venue of any suit shall be Pierce County Washington.

**14. Commitment for Preliminary Title Insurance:** In order to close your sale you will need to provide the buyer proof of marketable title. MLS rules require that every listing contain a legal description (often referred to as vesting deed, Exhibit A, from a commitment for preliminary title). Without a legal description attached to your sales contract, *you may not have a binding contract in the state of Washington*. Also, many real estate brokers will not show or write a purchase and sale agreement without reviewing your commitment for preliminary title. Without the title information attached to the MLS listing, Seller understands their listing may be at a disadvantage to other competing listings.

MLS4owners can order your commitment for preliminary title; attach to the MLS database the title order file number and the title company's record of your legal description; and provide you with the statewide form used to remove title insurance contingencies from purchase and sale agreements.

Elir	minate surprises during the closing process and get the legal description you will need to place on your
pui	rchase and sale agreement. Our fee for performing this service is \$50.
	•
	Yes, I would like MLS4owners to order a commitment for preliminary title insurance.
	No, I will take care of this step myself.

\*\*Sellers are not required to use the services of any particular company and are encouraged to review all options. Our service fee does not affect your cost of title insurance, and is <u>not</u> credited to the eventual

cost of title insurance

<b>15. Optional Facilitation Service:</b> MLS4OWNERS offers a Facilitation Service to help an unr seller all the way through the sale of their listed property, described in detail in the Owners Ma fee of 0.5% of the sales price payable at closing.			
Yes, I would like MLS4OWNERS to facilitate my sale.  No, at this time I do not want MLS4OWNERS to facilitate my sale.			
<b>16. Termination:</b> Seller may terminate this agreement at any time without refund or credit by giving written notice to MLS4OWNERS (unless such termination violates a broker's right to earn a commission). If Seller's phone or email becomes inactive, MLS4OWNERS may cancel without refund.			
PAYMENT CALCULATION			
Advertisement Fee – MLS ENTRY \$79 or GOLD \$279 or CLASSIC \$479	\$		
MLS Realtors Keybox – optional: \$100 rental fee (see paragraph 5)	\$		
Refundable Compliance Deposit (see paragraph 4)			
Commitment for Preliminary Title – optional \$50 (see paragraph 14)	\$		
Extra signs (optional – see MLS4owners Manual )			
Yard Sign & Post Rental – optional \$125 (included with Classic)			
Disclosure forms attached to MLS listing – optional \$25 (included with Classic)			
Flyer Box – \$25 (included with Classic)	\$		
Extended Area Sign Surcharge Fee – \$50.00	\$		
TOTAL AMOUNT DUE PRIOR TO ACTIVATION	\$		

This is your invoice. Your payment confirmation or cancelled check is your receipt

Payment is due and earned upon activation of the listing. Enter amount due using online payment on our website (fastest), or send check via mail to:

MLS4owners.com P.O. Box 65456 University Place WA 98464-1456

Email/scan Agreement to SALES@MLS4OWNERS.COM
OR
Fax Agreement to 1-888-760-5687

Name of Seller(s):			
Property Address, City, County, Zip:			
Seller Mailing Address (if different fro	om property address):		
Listing Price:			
Phone number:			
Email Address:			
Desired Date of Activation (ASAP un	less otherwise stated):		
I/we have read and understand thi	LEASE PRINT NEATLY] (Also see MLS Form 1B) s service agreement and the MLS4OWNERS Manual, and I must comply with the rules of my local REALTORS® multiple eral laws		
Print Name(s):			
Signature(s):			
Date:			
Activation in MLS shall constitute MLS4OWNERS's acceptance of the entire Agreement. Please keep a copy of this document for your records.			
How did you find out about MLS4ow	ners.com?		
☐ I saw a Sign	From a Real Estate Broker		
☐ I am a Repeat Customer	☐ From an MLS4owners.com Customer		
☐ From a Friend/Neighbor	☐ I saw a News Story		
From Google	From an Internet Search (Name?)		
☐ I received a Mailing	Some other way (please describe)		

Form 1B-SWF Exclusive Agency Rev. 7/15 Page 1 of 2

### **EXCLUSIVE AGENCY SALE AND LISTING AGREEMENT**

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Pag	ge 1 of 2			("Seller") hereby grants to,	
Selle	LS4owners.com	Seller	("Firm") from da	te hereof until midnight of	2
	ntry Gold Classic (circle one)	("Listing Term"), the excl	` , , ,	<del>-</del>	3
	mmonly known as				4
	unty				5
1.	<b>DEFINITIONS.</b> For purposes of this A Multiple Listing Service/Association/exchange; an option to purchase; and	Bureau; and (b) "sell" incl	udes a contract to sell; a		6
2.	as Seller's Listing Broker. This Agree who supervise Listing Broker's perform are agents of Seller, except to the as and when needed. If the Property ("Buyer's Broker"), Seller consents to agent. If the Property is sold to a burning Supervising Broker acting as dual agreements of the party of the party seller acknowledges receipt of the party of the part	ment creates an agency relarmance as Seller's agent (ne extent that Firm, in its distinction is sold to a buyer represer any Supervising Broker, buyer who Listing Broker agents. If any of Firm's brokers ament plus any additional comment plus any additional comments.	ationship with Listing Brok "Supervising Broker"). No cretion, appoints other bro ited by one of Firm's broke who also supervises Buye lso represents, Seller con act as a dual agent, Firm compensation Firm may have	er and any of Firm's brokers other brokers affiliated with kers to act on Seller's behalf ers other than Listing Broker er's Broker, acting as a dual sents to Listing Broker and shall be entitled to the entire	12 12 13 14 15 16
3.				20 21 22 23	
4.	commission. If during the listing to buyer does not terminate the agreem Firm procures a buyer who is ready, a pay Firm a commission of (fill in one a ("Total Commission"). From the Total ("Selling Firm") a commission of \$ Further, Property to any person to whose atterniformation secured directly or indirecommission. Provided, that if Seller pale, the amount of commission part Provided further, that if Seller cancels Firm as a result of such cancellation, Firm is an intended third party benefic	ent prior to closing; or (b) a willing, and able to purchase and strike the other)  I Commission, Firm will offer (fill in one and strike if Seller shall, within six mention it was brought through through from or through Firm, or ays a commission to a memyable to Firm shall be received at the strike and t	the reasonable exposure of the Property on the terms the Property on the terms of the Sales price, or the cooperating member of the other)	of the Property to the market, in this Agreement Seller will \$  of MLS representing a buyer of the sales price, or of the Listing Term, sell the rother action of Firm, or on eller will pay Firm the above and MLS in conjunction with a did to such other member(s).	27 28 30 31 32 33 34 36 37
5.	short sale / No distressed h to cover the Seller's costs at closing assignees, to release its interest in the obligation to pay any debt or correpresent or assist Seller in a transacunless otherwise agreed in writing. property from a "Distressed Homeo continue to occupy the property, and the Distressed Homeowner an interest	g, Seller acknowledges that e Property, for less than the sts remaining at closing, in ction that is a "Distressed H A "Distressed Home Con wner" (defined by Chapter promises to convey the pro	the decision by any ben- e amount owed, does not a cluding fees such as Firm lome Conveyance" as defi veyance" is a transaction 61.34 RCW), allows the operty back to the Distress	eficiary or mortgagee, or its lutomatically relieve Seller of 's commission. Firm will not ined by Chapter 61.34 RCW where a buyer purchases Distressed Homeowner to sed Homeowner or promises	40 41 42 43 44 45 46
6.	<b>KEYBOX.</b> Firm is authorized to instal members of MLS and their brokers. appraisers who cannot have access first making reasonable efforts to obtain	A master key also may be to the Property without Firr	held by affiliated third par	ties such as inspectors and	50
7.	SELLER'S WARRANTIES AND REP the terms herein and that the Proper represents that to the best of Seller's adjacent property or on the Propert	ty information on the attach knowledge, there are no st	ned pages to this Agreeme ructures or boundary indica	ent is correct. Further, Seller ators that either encroach on	54 55

Seller's Initials

Date

Date

Seller's Initials

Form 1B-SWF **Exclusive Agency** Rev. 7/15 Page 2 of 2

#### **EXCLUSIVE AGENCY SALE AND LISTING AGREEMENT**

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attached pages to prospective buyers and to other cooperating members of MLS who do not represent the Seller and, in some instances, may represent the buyer. If Seller provides Firm with any photographs of the Property, Seller warrants that Seller has the necessary rights in the photographs to allow Firm to use them as contemplated by this Agreement. Seller agrees to indemnify and hold Firm and other members of MLS harmless in the event the foregoing warranties and representations are incorrect.

- CLOSING. Seller shall furnish and pay for a buyer's policy of title insurance showing marketable title to the Property. Seller 62 shall pay real estate excise tax and one-half of any escrow fees or such portion of escrow fees and any other fees or 63 charges as provided by law in the case of a FHA or VA financed sale. Rent, taxes, interest, reserves, assumed 64 encumbrances, homeowner fees and insurance are to be prorated between Seller and the buyer as of the date of closing. 65 Seller shall prepare and execute a certification (NWMLS Form 22E or equivalent) under the Foreign Investment in Real 66 Property Tax Act ("FIRPTA") at closing. If Seller is a foreign person or entity, and the sale is not otherwise exempt from 67 FIRPTA, Seller acknowledges that a percentage of the amount realized from the sale will be withheld for payment to the 68 Internal Revenue Service.
- MULTIPLE LISTING SERVICE. Seller authorizes Firm and MLS to publish the Listing Data and distribute it to other 70 members of MLS and their affiliates and third parties for public display and other purposes. This authorization shall survive the termination of this Agreement. Firm is authorized to report the sale of the Property (including price and all terms) to MLS and to its members, financial institutions, appraisers, and others related to the sale. Firm may refer this listing to any other cooperating multiple listing service at Firm's discretion. Firm shall cooperate with all other members of MLS, or of a multiple listing service to which this listing is referred, in working toward the sale of the Property. Regardless of whether a cooperating MLS member is the agent of the buyer, Seller, neither or both, such member shall be entitled to receive the selling firm's share of the commission. MLS is an intended third party beneficiary of this agreement and will provide the Listing Data to its members and their affiliates and third parties, without verification and 78 without assuming any responsibility with respect to this agreement.
- 10. PROPERTY CONDITION AND INSURANCE. Neither Firm, MLS, nor any members of MLS or of any multiple listing service to which this listing is referred shall be responsible for loss, theft, or damage of any nature or kind whatsoever to the Property, any personal property therein, or any personal injury resulting from the condition of the Property, including entry by the master key to the keybox and/or at open houses. Seller is advised to notify Seller's insurance company that 83 the Property is listed for sale and ascertain that the Seller has adequate insurance coverage. If the Property is to be 84 vacant during all or part of the Listing Term, Seller should request that a "vacancy clause" be added to Seller's 85 insurance policy. Seller acknowledges that intercepting or recording conversations of persons in the Property without 86 first obtaining their consent violates RCW 9.73.030.
- 11. FIRM'S RIGHT TO MARKET THE PROPERTY. Seller shall not commit any act which materially impairs Firm's ability to market and sell the Property under the terms of this Agreement. In the event of breach of the foregoing, Seller shall pay Firm a commission in the above amount, or at the above rate applied to the listing price herein, whichever is applicable. Unless otherwise agreed in writing, Firm and other members of MLS shall be entitled to show the Property at all reasonable times. Firm need not submit to Seller any offers to lease, rent, execute an option to purchase, or enter into any agreement other than for immediate sale of the Property.
- 12. SELLER DISCLOSURE STATEMENT. Unless Seller is exempt under RCW 64.06. Seller shall provide to Firm as soon as reasonably practicable a completed and signed "Seller Disclosure Statement" (Form 17 (Residential), Form 17C (Unimproved Residential), or Form 17 Commercial). Seller agrees to indemnify, defend and hold Firm harmless from and against any and all claims that the information Seller provides on Form 17. Form 17C, or Form 17 Commercial is inaccurate.
- 13. DAMAGES IN THE EVENT OF BUYER'S BREACH. In the event Seller retains earnest money as liquidated damages 98 on buyer's breach, any costs advanced or committed by Firm on Seller's behalf shall be paid therefrom and the balance 99 divided equally between Seller and Firm.
- 14. ATTORNEYS' FEES. In the event either party employs an attorney to enforce any terms of this Agreement and is 101 successful, the other party agrees to pay reasonable attorneys' fees. In the event of trial, the successful party shall be 102 entitled to an award of attorneys' fees and expenses; the amount of the attorneys' fees and expenses shall be fixed by 103

the court. The venue of any suit s		he Property is located.	104
<ul> <li>15. SELLER OPT-OUT. Check one if applicable:</li> <li>a. □ I have advised my broker that I do not want the listed property to be displayed on the Internet; or</li> <li>b. □ I have advised my broker that I do not want the address of the listed property to be displayed on the Internet.</li> <li>c. I understand and acknowledge that, if I have selected option (a), consumers who conduct searches for listings on the Internet will not see information about the listed property in response to their search.</li> <li>Initials of Seller (if (a) or (b) are selected):</li> </ul> Are the undersigned the sole owner(s)? □ YES □ NO			
		MLS4owners.com	112
Seller's Signature	Date	Real Estate Firm	
			113
Seller's Signature	Date	Broker's Signature Date	