

8. DUTIES OF BROKER AND SELLER

- A. Broker is acting as a Seller's Agent, as described in the Consumer Notice, to market the Property and to negotiate with potential buyers. Broker will use reasonable efforts to find a buyer for the Property.
- B. Seller will cooperate with Broker and assist in the sale of the Property as asked by Broker.
- C. All showings, negotiations and discussions about the sale of the Property will be done by Broker on Seller's behalf. All written or oral inquiries that Seller receives or learns about regarding the Property, regardless of the source, will be referred to Broker.
- D. If the Property, or any part of it, is rented, Seller will give any leases to Broker before signing this Contract. If any leases are oral, Seller will provide a written summary of the terms, including amount of rent, ending date, and Tenant's responsibilities.
- E. Seller will not enter into or renew any leases during the term of this Contract without first giving notice to Broker.

9. BROKER'S SERVICE TO BUYER

Broker may provide services to a buyer for which Broker may accept a fee. Such services may include, but are not limited to: deed/document preparation; ordering certifications required for closing; financial services; title transfer and preparation services; ordering insurance, construction, repair, or inspection services. Broker will disclose to Seller if any fees are to be paid by Buyer.

10. BROKER NOT RESPONSIBLE FOR DAMAGES

Seller agrees that Broker and Broker's salespersons are not responsible for any damage to the Property or any loss or theft of personal goods from the Property unless such damage, loss or theft is directly caused by Broker or Broker's salespersons.

11. DEPOSIT MONEY

- A. Broker, or any person Seller and the buyer name in the agreement of sale, will keep all deposit monies paid by or for the buyer in an escrow account until the sale is completed or the agreement of sale is terminated. If held by Broker, this escrow account will be held as required by real estate licensing laws and regulations. Seller agrees that the person keeping the deposit monies may wait to deposit any uncashed check that is received as deposit money until Seller has accepted an offer.
- B. If Seller joins Broker or Licensee in a lawsuit for the return of deposit monies, Seller will pay Broker's and Licensee's attorneys' fees and costs.

12. OTHER PROPERTIES

Seller agrees that Broker may list other properties for sale and that Broker may show other properties to prospective buyers.

13. CONFLICT OF INTEREST

A conflict of interest is when Broker or Licensee has a financial or personal interest where Broker or Licensee cannot put Seller's interests before any other. If Broker, Licensee, or any of Broker's salespeople has a conflict of interest, Broker will notify Seller in a timely manner.

14. PUBLICATION OF SALE PRICE

Seller is aware that the Multiple Listing Service (MLS), newspapers, and other media may publish the final sale price of the Property after settlement.

15. SELLER WILL REVEAL DEFECTS & ENVIRONMENTAL HAZARDS

- A. Seller (including Sellers exempt from the Real Estate Seller Disclosure Law) will disclose all known material defects and/or environmental hazards on a separate disclosure statement. A material defect is a problem or condition that:
  - (1) is a possible danger to those living on the Property, or
  - (2) has a significant, adverse effect on the value of the Property.
 The fact that a structural element, system or subsystem is near, at or beyond the end of the normal useful life of such a structural element, system or subsystem is not by itself a material defect.
- B. If Seller fails to disclose known material defects and/or environmental hazards:
  - (1) Seller will not hold Broker or Licensee responsible in any way;
  - (2) Seller will protect Broker and Licensee from any claims, lawsuits, and actions that result;
  - (3) Seller will pay all of Broker's and Licensee's costs that result. This includes attorneys' fees and court-ordered payments or settlements (money Broker or Licensee pays to end a lawsuit or claim).

16. IF PROPERTY WAS BUILT BEFORE 1978

The Residential Lead-Based Paint Hazard Reduction Act says that any seller of property built before 1978 must give the buyer an EPA pamphlet titled *Protect Your Family From Lead in Your Home*. The seller also must tell the buyer and the broker what the seller knows about lead-based paint and lead-based paint hazards that are in or on the property being sold. Seller must tell the buyer how the seller knows that lead-based paint and lead-based paint hazards are on the property, where the lead-based paint and lead-based paint hazards are, the condition of the painted surfaces, and any other information seller knows about lead-based paint and lead-based paint hazards on the property. Any seller of a pre-1978 structure must also give the buyer any records and reports that the seller has or can get about lead-based paint or lead-based paint hazards in or around the property being sold, the common areas, or other dwellings in multi-family housing. According to the Act, a seller must give a buyer 10 days (unless seller and the buyer agree to a different period of time) from the time an agreement of sale is signed to have a "risk assessment" or inspection for possible lead-based paint hazards done on the property. Buyers may choose not to have the risk assessment or inspection for lead paint hazards done. If the buyer chooses not to have the assessment or inspection, the buyer must inform the seller in writing of the choice. The Act does not require the seller to inspect for lead paint hazards or to correct lead paint hazards on the property. The Act does not apply to housing built in 1978 or later.

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17. RECOVERY FUND

Pennsylvania has a Real Estate Recovery Fund (the Fund) to repay any person who has received a final court ruling (civil judgment) against a Pennsylvania real estate licensee because of fraud, misrepresentation, or deceit in a real estate transaction. The Fund repays persons who have not been able to collect the judgment after trying all lawful ways to do so. For complete details about the Fund, call (717) 783-3658, or (800) 822-2113 (within Pennsylvania) and (717) 783-4854 (outside Pennsylvania).

18. NOTICE TO PERSONS OFFERING TO SELL OR RENT HOUSING IN PENNSYLVANIA

Federal and state laws make it illegal for a seller, a broker, or anyone to use RACE, COLOR, RELIGION or RELIGIOUS CREED, SEX, DISABILITY (physical or mental), FAMILIAL STATUS (children under 18 years of age), AGE (40 or older), NATIONAL ORIGIN, USE OR HANDLING/TRAINING OF SUPPORT OR GUIDE ANIMALS, or the FACT OF RELATIONSHIP OR ASSOCIATION TO AN INDIVIDUAL KNOWN TO HAVE A DISABILITY as reasons for refusing to sell, show, or rent properties, loan money, or set deposit amounts, or as reasons for any decision relating to the sale of property.

19. ADDITIONAL OFFERS

Unless prohibited by Seller, if Broker is asked by a buyer or cooperating broker about the existence of other offers on the Property, Broker will reveal the existence of other offers and whether they were obtained by the Licensee identified in this Contract, by another Licensee working with Broker, or by a cooperating Broker. ONCE SELLER ENTERS INTO AN AGREEMENT OF SALE, BROKER IS NOT REQUIRED TO PRESENT OTHER OFFERS.

20. TRANSFER OF THIS CONTRACT

- A. Broker will notify Seller immediately in writing if Broker transfers this Contract to another broker when:
  - (1) Broker stops doing business, OR
  - (2) Broker forms a new real estate business, OR
  - (3) Broker joins his business with another.
 Seller agrees that Broker may transfer this Contract to another broker. Broker will notify Seller immediately in writing when a transfer occurs or Broker will lose the right to transfer this Contract. Seller will follow all requirements of this Contract with the new broker.
- B. Should Seller give or transfer the Property, or an ownership interest in it, to anyone during the term of this Contract, all owners will follow the requirements of this Contract.

21. NO OTHER CONTRACTS

Seller will not enter into another listing contract with another broker that begins before the Ending Date of this Contract.

22. ENTIRE CONTRACT

This Contract is the entire agreement between Broker and Seller. Any verbal or written agreements that were made before are not a part of this Contract.

23. CHANGES TO THIS CONTRACT

All changes to this Contract must be in writing and signed by Broker and Seller.

24. SPECIAL INSTRUCTIONS

The Office of the Attorney General has not pre-approved any special conditions or additional terms added by any parties. Any special conditions or additional terms in this Contract must comply with the Pennsylvania Plain Language Consumer Contract Act.

25. COPYRIGHT

In consideration of Broker's efforts to market Seller's Property as stated in this Contract, Seller grants Broker a non-exclusive, world-wide license (the "License") to use any potentially copyrightable materials (the "Materials") which are related to the Property and provided by Seller to Broker or Broker's representative(s). The Materials may include, but are not limited to: photographs, images, video recordings, virtual tours, drawings, written descriptions, remarks, and pricing information related to Seller's Property. This License permits Broker to submit the Materials to one or more multiple listing services, to include the Materials in compilations of property listings, and to otherwise distribute, publicly display, reproduce, publish and produce derivative works from the Materials for any purpose that does not conflict with the express terms of this Contract. The License may not be revoked by Seller and shall survive the ending of this Contract. Seller also grants Broker the right to sublicense to others any of these rights granted to Broker by Seller. Seller represents and warrants to Broker that the License granted to Broker for the Materials does not violate or infringe upon the rights, including any copyrights, of any person or entity. Seller understands that the terms of the License do not grant Seller any legal right to any works that Broker may produce using the Materials.

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164 26. MARKETING OF PROPERTY

165 A. Where permitted, Broker, at Broker's option, may use:  For sale sign  Sold sign  Key in office  Lock box  
166  Print /electronic advertising, including photographs  Property address in print/electronic advertising.

167 B. Broker  will/ will not use a Multiple Listing Service (MLS) to advertise the Property to other real estate brokers and salespersons.  
168 Seller agrees that Broker, Licensee, and the MLS are not responsible for mistakes in the MLS and/or advertising of the Property.

169 27. ITEMS INCLUDED/NOT INCLUDED IN THE PRICE OF THE PROPERTY

170 A. INCLUDED in the sale are all existing items permanently installed in the Property, free of liens, including plumbing; heating;  
171 lighting fixtures (including chandeliers and ceiling fans); water treatment systems; pool and spa equipment; garage door openers  
172 and transmitters; television antennas; unpotted shrubbery, plantings, and trees; any remaining heating and cooking fuels stored  
173 on the Property at the time of settlement; sump pumps; storage sheds; mailboxes; wall to wall carpeting; existing window  
174 screens; storm windows and screen/storm doors; window covering hardware, shades and blinds; built-in air conditioners; built-  
175 in appliances; and the range/oven, unless otherwise stated. Also included: \_\_\_\_\_  
176 \_\_\_\_\_

177 B. LEASED items (not owned by seller): \_\_\_\_\_

178 C. EXCLUDED fixtures and items: \_\_\_\_\_

180 ADDITIONAL INFORMATION (OPTIONAL)

181 TITLE & POSSESSION

182 A. Seller will give possession of Property to a buyer at settlement, or on \_\_\_\_\_

183 B. At settlement, Seller will give full rights of ownership (fee simple) to a buyer except as follows:

184 (1) Mineral Rights Agreements: \_\_\_\_\_

185 (2) Other: \_\_\_\_\_

186 C. Seller has:

187  Mortgage with: \_\_\_\_\_ Amount of balance \$ \_\_\_\_\_

188 Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Acct. #: \_\_\_\_\_

189  Equity Loan with: \_\_\_\_\_ Amount of balance \$ \_\_\_\_\_

190 Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Acct. #: \_\_\_\_\_

191  Seller authorizes Broker to receive mortgage payoff and/or equity loan payoff information from lender(s).

192 D. Seller has:  Judgments  Municipal Assessment  Past Due Taxes  Other: \_\_\_\_\_

193 \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

194 E. If Seller, at any time on or since January 1, 1998, has been obligated to pay support under an order on record in any Pennsylvania  
195 county, list the county and the Domestic Relations Number or Docket Number: \_\_\_\_\_

196 TAXES, UTILITIES, & ASSOCIATION FEES

197 A. At settlement, Seller will pay one-half of the total Real Estate Transfer Taxes, unless otherwise stated here: \_\_\_\_\_

198 \_\_\_\_\_

199 B. Real Estate Property Tax Assessment \$ \_\_\_\_\_ Yearly Taxes \$ \_\_\_\_\_

200 Wage/Income Tax \$ \_\_\_\_\_ Per Capita Tax \$ \_\_\_\_\_

201 C. Estimated Utilities (trash, water, sewer, electric, gas, oil, etc.): \_\_\_\_\_

202 \_\_\_\_\_

203 D. Association Fees \$ \_\_\_\_\_ Include: \_\_\_\_\_

204 BUYER FINANCING Seller will accept the following arrangements for buyer to pay for the Property:

205  Cash  Conventional mortgage  FHA mortgage  VA mortgage

206  Seller's help to buyer (if any): \_\_\_\_\_

207 Seller has read the Consumer Notice as adopted by the State Real Estate Commission at 49 Pa. Code §35.336.

208 Seller gives permission for Broker to send information about this transaction to the fax number(s) and/or e-mail address(es) listed below.

209 Seller has read the entire Contract before signing. All Sellers must sign this Contract.

210 Return by facsimile (FAX) constitutes acceptance of this Contract.

211 NOTICE BEFORE SIGNING: IF SELLER HAS LEGAL QUESTIONS, SELLER IS ADVISED TO CONSULT AN ATTORNEY.

212 SELLER'S MAILING ADDRESS: \_\_\_\_\_

213 \_\_\_\_\_

214 PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

215 SELLER \_\_\_\_\_ DATE \_\_\_\_\_

216 SELLER \_\_\_\_\_ DATE \_\_\_\_\_

217 BROKER (Company Name) \_\_\_\_\_

218 ACCEPTED BY \_\_\_\_\_ DATE \_\_\_\_\_

LISTING CONTRACT

XLS

EXCLUSIVE RIGHT TO SELL REAL ESTATE

This form recommended and approved for, but not restricted to use by, the members of the Pennsylvania Association of REALTORS® (PAR).

1 BROKER (Company) \_\_\_\_\_

2 LICENSEE(S) \_\_\_\_\_

3 SELLER \_\_\_\_\_

4 Does Seller have a Listing Contract with another Broker?  Yes  No

5 If yes, explain: \_\_\_\_\_

6 \_\_\_\_\_

7 1. PROPERTY LISTED PRICE \$ \_\_\_\_\_

8 Address \_\_\_\_\_

9 Municipality (city, borough, township) \_\_\_\_\_

10 County \_\_\_\_\_ School District \_\_\_\_\_

11 Zoning \_\_\_\_\_ Present Use \_\_\_\_\_

12 Identification (Tax ID #, Parcel #, Lot, Block; Deed Book, Page, Recording Date) \_\_\_\_\_

13 \_\_\_\_\_

14 2. STARTING & ENDING DATES OF LISTING CONTRACT (ALSO CALLED "TERM")

15 A. No Association of REALTORS® has set or recommended the term of this contract. By law, the length or term of a listing con-  
16 tract may not exceed one year. Broker and Seller have discussed and agreed upon the length or term of this Contract.

17 B. Starting Date: This Contract starts when signed by Broker and Seller, unless otherwise stated here: \_\_\_\_\_

18 C. Ending Date: This Contract ends on \_\_\_\_\_

19 3. DUAL AGENCY Seller agrees that Broker may also represent the buyer(s) of the Property. The Broker is a DUAL AGENT when  
20 representing both Seller and the buyer in the sale of a property.

21 4. DESIGNATED AGENCY

22  Not Applicable

23  Applicable. Broker may designate licensees to represent the separate interests of Seller and the buyer. Licensee (identified  
24 above) is the Designated Agent, who will act exclusively as the Seller Agent. If Property is introduced to the buyer by a licensee  
25 in the Company who is not representing the buyer, then that licensee is authorized to work on behalf of Seller. If Licensee is also  
26 the Buyer's Agent, then Licensee is a DUAL AGENT.

27 5. BROKER'S FEE No Association of REALTORS® has set or recommended the Broker's Fee. Broker and Seller have negotiated  
28 the fee that Seller will pay Broker. Broker's Fee is \_\_\_\_\_ % of the sales price AND \$ \_\_\_\_\_, paid by Seller.

29 6. COOPERATION WITH OTHER BROKERS

30 Licensee has explained Broker's company policies about cooperating with other brokers. Broker and Seller agree that Broker will pay  
31 from Broker's Fee a fee to another broker who procures the buyer, is a member of a Multiple Listing Service (MLS), and who:

32 A.  represents Seller (SUBAGENT). Broker will pay \_\_\_\_\_ of/from the sale price.

33 B.  represents the buyer (BUYER'S AGENT). Broker will pay \_\_\_\_\_ of/from the sale price.

34 A Buyer's Agent, even if compensated by Broker for Seller, will represent the interests of the buyer.

35 C.  does not represent either Seller or a buyer (TRANSACTION LICENSEE).

36 Broker will pay \_\_\_\_\_ of/from the sale price.

37 7. PAYMENT OF BROKER'S FEE

38 A. Seller will pay Broker's Fee if Property, or any ownership interest in it, is sold or exchanged during the term of this  
39 Contract by Broker, Broker's salespersons, Seller, or by any other person or broker, at the listed price or any price accept-  
40 able to Seller.

41 B. Seller will pay Broker's Fee if a ready, willing, and able buyer is found by Broker or by anyone, including Seller. A willing buyer  
42 is one who will pay the listed price or more for the Property, or one who has submitted an offer accepted by Seller.

43 C. Seller will pay Broker's Fee if negotiations that are pending at the Ending Date of this Contract result in a sale.

44 D. Seller will pay Broker's Fee for a sale that occurs after the Ending Date of this Contract IF:

45 (1) The sale occurs within \_\_\_\_\_ of the Ending Date, AND

46 (2) The buyer was shown or negotiated to buy the Property during the term of this contract, AND

47 (3) The Property is not listed under an "exclusive right to sell contract" with another broker at the time of the sale.

48 E. If a buyer signs an agreement of sale then refuses to buy the Property, or if a buyer is unable to buy the Property because of fail-  
49 ing to do all the things required of the buyer in the agreement of sale (buyer default), Seller will pay Broker  
50 \_\_\_\_\_ of/from buyer's deposit monies, OR the Broker's Fee in Paragraph 5, whichever is less.

51 F. If the Property or any part of it is taken by any government for public use (Eminent Domain), Seller will pay Broker's Fee from  
52 any money paid by the government.

53 G. If a sale occurs, Broker's Fee will be paid upon delivery of the deed or other evidence of transfer of title or interest. If the Property  
54 is transferred by an installment contract, Broker's Fee will be paid upon the execution of the installment contract.