

Listing Documents (Sale)

- **Listing Agreement**
 - **Dates and Sale Price are required**
 - **Client Phone Number and Email required**
 - When doing Commission, the Entire Commission is what you are charging the Seller (I.e. 6%) and the Cooperating Broker is the portion of that which you are offering to the Buyer's Agent (i.e. 3%).
 - eXp Realty LLC DOES NOT pay on Sub-Agency (SA) commission. That should ALWAYS be 0% or \$0
 - You may use whichever you prefer, or the same form your Board of Realtors provides
 - [Exclusive Listing Contract](#)
 - [Exclusive Right to Sell Contract](#)
- [Agency Relationship Disclosure Statement](#)
 - State required for all eXp clients
 - eXp Realty LLC is a Designated Agency. This **ALWAYS** needs to be marked
 - **This is the FIRST FORM you have your client sign. This MUST be dated no later that the Purchase Agreement or Listing Agreement**
- [Seller's Disclosure Statement](#)
 - This is required by [Law](#).
 - Some exemptions apply. They can be found [HERE](#)
 - Has Never Lived in Property is **NOT** an exemption
 - [THIS](#) form can be used in conjunction with the SD if you wish.
- **Lead Based Paint Disclosure**
 - Required on all property built prior to 1978
 - Initials are required by the Seller and Buyer as well as the signatures
 - There are check-boxes that need to be filled and are often missed
 - If you are the Buyer's Agent, you will get this from the Listing Agent
 - You are required to hand out [THIS](#) booklet to all clients purchasing a property built prior to 1978. It is the Law. Email it to them
 - [Lead Based Paint Letter](#)
 - [Lead Based Paint for property build After 1978](#)
- [Wire Fraud Advisory Notice Form](#)
 - eXp Exclusive form
 - Required Document for All eXp Realty Clients

- **Affiliated Business Arrangement Disclosure**
 - eXp exclusive form
 - Required Document for all eXp Realty Clients

- **Mirealsource - Data Sheet**
 - Complete data of the property to input on MLS

- **Showing time - showing instructions**
 - Showing instructions to input on showing time

- **Addendum to the Listing Contract**
 - Any changes to the Listing Contract
 - Not Required