



**MODULE 09**

The Residential Listing Agreement:  
A Detailed Review





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# WELCOME TO REV UP! 09

## IN MODULE 08, YOU LEARNED:

- The basic loan types: FHA, VA, and conventional
- Any state sponsored programs available in your area
- The Loan Estimate and Closing Disclosure
- How to estimate your buyer's mortgage and down payments

## IN THIS MODULE, YOU WILL LEARN:

- Seller representation agreement
- Agency disclosure
- MLS listing forms
- Seller disclosures
- Counter offers
- Multiple offers
- Multiple counter offers





# CONTENTS.

## CHAPTER

Completing the Listing Paperwork

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**AFFIRMATION**  
I have the power to create all the success and prosperity I desire.

”

## COMPLETING THE LISTING PAPERWORK.

The primary goal of this workshop is for you to fully understand all of the paperwork required to take a listing, practice completing the forms and have samples to use for reference.

Download or request the Listing Checklist for your coach so you can revise and customize for your market area.

Your Manager or Local Association will offer a detailed analysis of the Listing Agreement and related documents. It is key that you attend these classes, and repeat them if necessary.

The best place to start is to print out and read every line of your Listing Agreement and all related documents. It is key that you understand what they mean, and more importantly, that you can explain them to your clients.

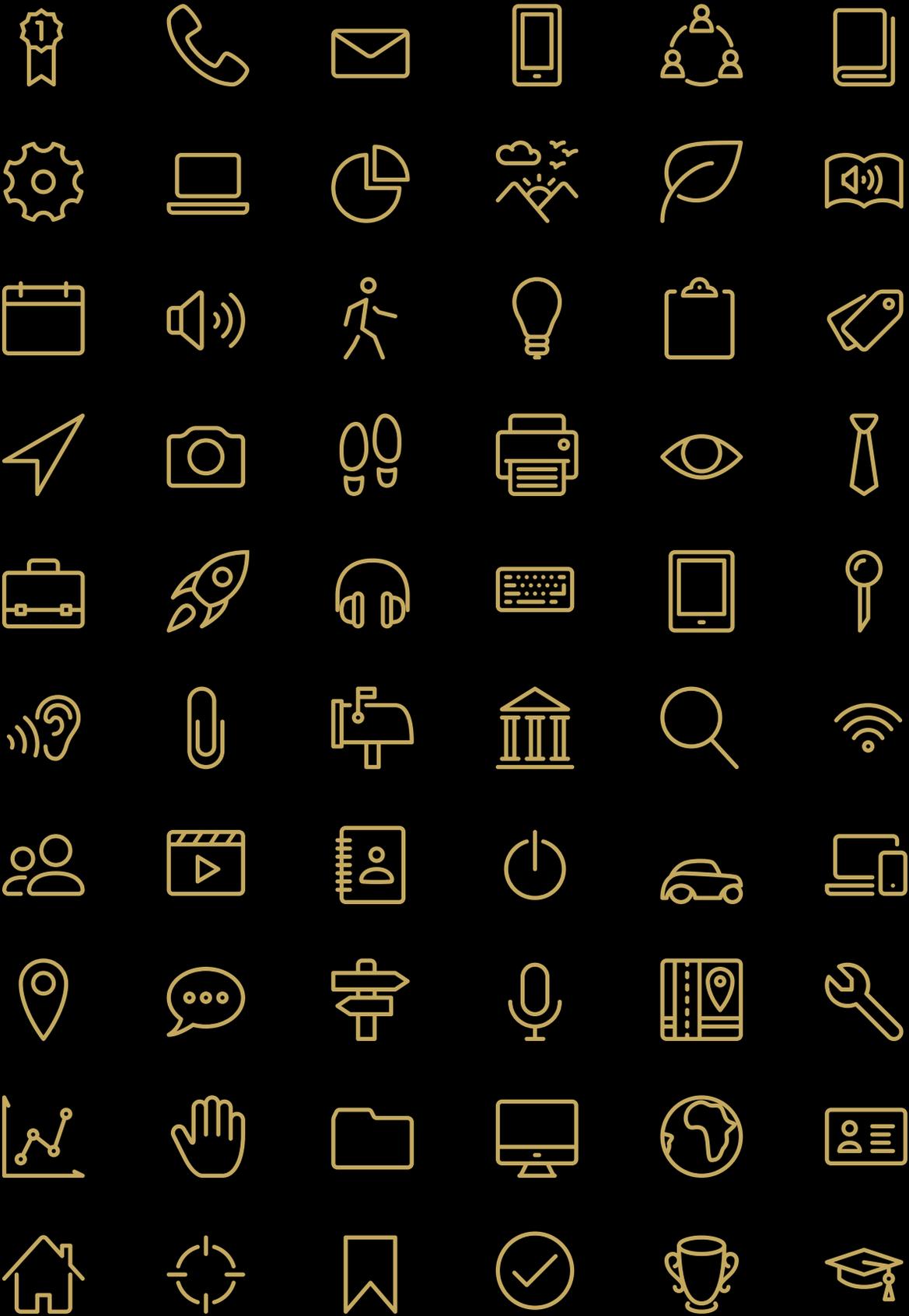
The more confident and comfortable you are with these documents, the more at ease your clients will be when completing them.

It is recommended that you begin to write practice listings and that you do so on a variety of property types and price ranges. Practice, practice, practice.

Your ability to present a Listing Agreement and all of its terms to a prospective seller may mean the difference between you winning and losing the listing.







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