



DISCLOSURE OF BROKERAGE RELATIONSHIP EXPLANATION TO CONSUMERS



Real estate licensees in Virginia are required by law to make prompt written disclosure of any brokerage relationship to members of the public who are unrepresented. Licensees must also make written disclosures and obtain timely written consents from their clients before entering into other brokerage relationships. The attached form is provided to you to satisfy these requirements and to help you understand the nature of the brokerage relationship of the licensee.

THE LICENSEE'S DUTIES

A licensee must have a written brokerage agreement to represent a client and a licensee owes his client certain duties. A licensee who is not representing you in a transaction can nonetheless provide you other valuable information and assistance. However, you should always keep in mind whom the licensee represents in your transaction, and thus to whom that licensee owes the duties described below.

WHOM DOES THE LICENSEE REPRESENT?

In any real estate transaction, a licensee may represent the seller, the buyer, or, under certain circumstances, both seller and buyer.

The Seller	A licensee represents a seller via a written brokerage agreement called a listing agreement, in which case the licensee owes his primary responsibilities to the seller. The licensee must disclose his relationship with the seller whenever dealing with an unrepresented buyer. The licensee is also allowed to assist an unrepresented buyer with ministerial duties -- such as filling in the blanks of a contract and holding the escrow deposit.
The Buyer	If a buyer desires to be represented by a licensee, then the buyer and the licensee must enter into a written brokerage agreement by which the licensee agrees to represent the interests of the buyer. The licensee must disclose his relationship with the buyer whenever dealing with an unrepresented seller. Furthermore, the licensee may perform ministerial duties for an unrepresented seller -- such as delivering offers and counteroffers.
The Buyer and The Seller	A licensee and his firm may represent both the buyer and the seller in a particular transaction, but only with the informed written consent of both the buyer and the seller. A licensee representing both the buyer and seller in a dual capacity is necessarily limited in his ability to represent either the buyer or seller fully and exclusively. The licensee must safeguard the confidentiality of any information obtained within the confidentiality and trust of the brokerage relationship, unless disclosure of such information is required by law. Specifically, the licensee must not tell the buyer that the seller will accept a price lower than the listing price, nor tell the seller that the buyer will pay a price higher than the price offered.
Designated Licensees	Virginia law also permits a principal or supervising broker to designate different licensees affiliated with the broker to represent different clients in the same transaction. Designated agency/representation requires informed written consent from both parties. Unlike the dual relationship discussed in the previous paragraph, these designated licensees represent only the interest of their respective clients, and may therefore represent those interests fully. The principal or supervising broker who is supervising the transaction will be considered dual broker of both seller and buyer. Designated licensees may not disclose, except to their broker, personal or financial information received from the clients during the brokerage relationship and any other information a client requests to be kept confidential, unless required by law to be disclosed or the client consents to its disclosure in writing.

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**VIRGINIA ASSOCIATION OF REALTORS®
DISCLOSURE OF BROKERAGE RELATIONSHIP
IN A RESIDENTIAL REAL ESTATE TRANSACTION
FOR UNREPRESENTED PARTY(IES)**

Property Address (if applicable): 6437 Morris Road
Spotsylvania, 22551

The undersigned unrepresented party(ies) do hereby acknowledge disclosure that the licensee
John Burgess (Broker or Salesperson) associated with
Realty Executives Premier (Brokerage Firm) represents only the following
party in a residential real estate transaction:

☒ Seller(s) OR ☐ Landlord(s)

☐ Buyer(s) OR ☐ Tenant(s)

SIGNATURE OF UNREPRESENTED PARTY

Print Name

Date / Signature

SIGNATURE OF UNREPRESENTED PARTY

Print Name

Date / Signature

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VAR Form 100 Revised 07/16
Reviewed 07/16

MEGAN'S LAW DISCLOSURE

Tenant(s)/Purchaser(s) should exercise whatever due diligence Tenant(s)/Purchaser(s) deems necessary with respect to information on sexual offenders registered under Chapter 23 (§19.2-387 et seq.) of Title 19.2. Such information may be obtained by contacting your local police department or the Department of State Police, Central Records Exchange at (804) 674-2000 or www.sex-offender.vsp.virginia.gov/sor.

The Tenant(s)/Purchaser(s) acknowledge receipt of a copy of this disclosure statement.

TENANT/PURCHASER:

Date Signature

Date Signature

Date Signature

Date Signature



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Glenn-14A-Lot 57



SUBMITTAL FORM

FOR THE

REFERRAL LIST OF LOTS FOR SALE

PLEASE COMPLETE THE UPPER PORTION OF THIS FORM IN ITS ENTIRETY

GLEN _____ LOT _____ ASKING PRICE _____

PLEASE ANSWER the following QUESTIONS by circling YES or NO:

OWNER

FINANCING? Yes No

LAKEFRONT? Yes No

TRAILER

INCLUDED? Yes No

PLEASE → **PRINT** ← ALL INFORMATION

BRIEF COMMENTS (type/size of trailer, shed included, near comfort station, etc.):

LAST NAME _____

ADDRESS _____
street

city / state / zip

TELEPHONE _____
area code / telephone #

SIGNATURE _____ DATE _____

THIS SECTION TO BE COMPLETED BY IACT:

DATE RECEIVED _____ DATE ENTERED INTO COMPUTER _____ BY _____

Revised September 2009