

Buyer Designated Representation Agreement

Authority for Purchase or Lease

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Buyer Designated Representation Agreement

Authority for Purchase or Lease

GENERAL USE: This Form is a contract between a Buyer and a Brokerage that gives the Brokerage permission to act on the Buyer's behalf in the purchase of a property. A written agreement is required to ensure compliance with the Trust in Real Estate Services Act, 2002 and its Regulations (TRESA).

This section of the Agreement identifies the parties involved. The address of the Buyer is included to help ensure the Buyer that is contracted with the Brokerage is clearly identified should there be two buyers with the same name. Under a Designated Representation Agreement, the Brokerage designates one or more salespersons or brokers as a designated representative who will provide services and representation. The Brokerage is required to ensure the designated representative fulfills their duties. It also clearly states there is no representation by the Brokerage, only services.

This is an Exclusive Buyer Designated Representation Agreement, Authority for Purchase or Lease

BETWEEN:

BROKERAGE: (the "Brokerage"),

ADDRESS:

..... Tel. No. Fax No.

AND

BUYER: (the "Buyer"),

ADDRESS:

Street Number

Street Name

MUNICIPALITY: **POSTAL CODE:**

DESIGNATED REPRESENTATIVE(S):

(Name of Salesperson/Broker/Broker of Record)

The Designated Representative will be providing services and representation to the Buyer and the Brokerage provides services but not representation.

This section identifies the commencement and expiry date of the Agreement. To comply with TRESA, this information must be displayed prominently on the first page of the Agreement and requires the Buyer to initial next to the expiry date. The statement identifies that the length of time of the Agreement Period is negotiable.

The Buyer hereby gives the Brokerage the **exclusive and irrevocable authority** to act as the Buyer's agent

commencing at on the day of, 20.....
(a.m./p.m.)

and expiring at 11:59 p.m. on the day of, 20..... (Expiry Date),

{ Buyer acknowledges that the time period for this Agreement is negotiable between the Buyer and the Brokerage, however, in accordance with the Trust in Real Estate Services Act, 2002 (TRESA), **the Brokerage must obtain the Buyer's initials.** }

.....
(Buyer's Initials)

This section requires a general description of the property type and geographic location the Buyer has for a property search. This should be completed specifically enough to ensure the Buyer understands their obligations under the contract. A description that is too general in nature can result in the Buyer purchasing a property outside of this Agreement as they believed it was excluded.

for the purpose of locating a real property meeting the following general description:

Property Type (Use):

Geographic Location:

The Buyer is warranting they are not a party to any other agreement for a property meeting the general description described above to assist Members in complying with their obligations not to communicate with another brokerage's client without consent. The Buyer is required to initial this statement to acknowledge they have read and understood it. Should a brokerage enter an agreement with another brokerage intended to share representation and services to this Buyer, the oval circle would not be initialled and the co-brokerage should be identified on a Schedule to the Agreement. Schedule A is automatically included with the Agreement. When additional schedules are required, they would be identified here (e.g., Schedule B, C). Additional schedules could contain terms relating to the Agreement or documents provided by the Buyer such as a detailed list of criteria associated with property searches.

The Buyer hereby warrants that the Buyer is not a party to a representation agreement with any other registered real estate brokerage for the purchase or lease of a real property of the general description indicated above.

Schedule A, attached hereto forms part of this Agreement, of which **Schedule A** sets out the details with respect to the services, confidentiality and representation of the Brokerage and Designated Representative.

.....
(Buyer's Initials)

INITIALS OF BROKERAGE:

INITIALS OF BUYER(S):

1. **DEFINITIONS AND INTERPRETATIONS:** This clause clarifies the terms used in the Agreement to ensure there is no misunderstanding between the parties as to the definitions of Buyer, Seller and self-represented assistance as they are referred to in the document.

1. **DEFINITIONS AND INTERPRETATIONS:** For the purposes of this Agreement ("Authority" or "Agreement"):
"Buyer" includes purchaser, tenant and lessee, a "seller" includes a vendor, landlord and lessor or a prospective seller, vendor, landlord and lessor and a "real estate board" includes a real estate association. "Self-represented assistance" shall mean assistance provided to a self-represented party. A purchase shall be deemed to include the entering into of any agreement to exchange, or the obtaining of an option to purchase which is subsequently exercised, and a lease includes any rental agreement, sub-lease or renewal of a lease. Commission shall be deemed to include other remuneration. This Agreement shall be read with all changes of gender or number required by the context. For purposes of this Agreement, Buyer shall be deemed to include any spouse, heirs, executors, administrators, successors, assigns, related corporations and affiliated corporations. Related corporations or affiliated corporations shall include any corporation where one half or a majority of the shareholders, directors or officers of the related or affiliated corporation are the same person(s) as the shareholders, directors, or officers of the corporation introduced to or shown the property. "Public Marketing" shall have the same meaning as set out in REALTOR® Cooperation Policy as published by the Canadian Real Estate Association.

2. **COMMISSION:** This clause identifies the commission payable to the Brokerage. Commission can be a percentage of the sale price, a flat fee, or a combination of both. Commission may not be set by law, any government authority, or a real estate Board/Association but is fully negotiable between the Buyer and the Brokerage. The clause identifies the Brokerage may receive and retain commission offered by a seller or listing brokerage and that this amount can be the same, more, or less than the amount agreed to by the Buyer. The Buyer is only responsible for commission if the seller or listing brokerage offers less than the agreed-upon amount here. Should there be any instances where the commission identified is not to be charged, the terms will be clearly identified on a schedule to the Agreement.

The section also identifies a **Holdover Period** which is a specified number of days after the Agreement expires where the Brokerage would be entitled to commission if the Buyer was introduced to or shown the property during the contract period. Should the Buyer enter into a representation agreement with another brokerage during the Holdover Period, the commission owed to the first brokerage is reduced by the commission owed to the new brokerage.

The Agreement is applicable to one purchase or lease of a property. Should the Buyer lease a property rather than purchase, the Agreement remains in effect for a purchase of a property meeting the criteria.

2. **COMMISSION:** In consideration of the Brokerage undertaking to assist the Buyer, the Buyer agrees to pay commission to the Brokerage as follows: If, during the currency of this Agreement, the Buyer enters into an agreement to purchase or lease a real property of the general description indicated above, the Buyer agrees the Brokerage is entitled to receive and retain any commission offered by a listing brokerage or by the seller. The Buyer understands that the amount of commission offered by a listing brokerage or by the seller may be greater or less than the commission stated below. The Buyer understands that the Brokerage will inform the Buyer of the amount of commission to be paid to the Brokerage by the listing brokerage or the seller at the earliest practical opportunity. The Buyer acknowledges that the payment of any commission by the listing brokerage or the seller will not make the Brokerage either the agent or sub-agent of the listing brokerage or the seller.

If, during the currency of this Agreement, the Buyer enters into an agreement to purchase any property of the general description indicated above, the Buyer agrees that the Brokerage is entitled to be paid a commission of % of the sale price of the property

or

or for a lease, a commission of

All amounts set out as commission are to be paid plus applicable taxes on such commission. () (Buyer's Initials)

The Buyer agrees to pay directly to the Brokerage any deficiency between this amount and the amount, if any, to be paid to the Brokerage by a listing brokerage or by the seller. The Buyer understands that if the Brokerage is not to be paid any commission by a listing brokerage or by the seller, the Buyer will pay the Brokerage the full amount of commission indicated above.

The Buyer agrees to pay the Brokerage such commission if the Buyer enters into an agreement within days after the expiration of this Agreement (Holdover Period) to purchase or lease any real property shown or introduced to the Buyer from any source whatsoever during the term of this Agreement, provided, however, that if the Buyer enters into a new buyer representation agreement with another registered real estate brokerage after the expiration of this Agreement, the Buyer's liability to pay commission to the Brokerage shall be reduced by the amount paid to the other brokerage under the new agreement.

The Buyer agrees to pay such commission as described above even if a transaction contemplated by an agreement to purchase or lease agreed to or accepted by the Buyer or anyone on the Buyer's behalf is not completed, if such non-completion is owing or attributable to the Buyer's default or neglect. Said commission, plus any applicable taxes, shall be payable on the date set for completion of the purchase of the property or, in the case of a lease or tenancy, the earlier of the date of occupancy by the tenant or the date set for commencement of the lease or tenancy.

This Agreement applies for the purchase or lease of one real property. Notwithstanding the foregoing, in the event that the Buyer leases a property, this agreement remains in force as set out herein for the purchase of the leased property or a property of the general description indicated above. The leasing of a property by the Buyer does not terminate this Agreement with respect to the purchase of a property.

3. **REPRESENTATION:** This clause describes the types of representation that can occur in a real estate transaction and identifies the Brokerage can provide assistance to a self-represented party. This section also describes how multiple representation will impact the duties owed and services provided. Prior to any consent required from the Buyer in order to proceed, the Brokerage must provide specific information relating to operating under multiple representation, advise the Buyer to seek independent professional advice, and obtain their consent for the transaction to proceed under multiple representation. This section does not constitute the required disclosure and consent a REALTOR® must receive to have a trade under multiple representation.

3. **REPRESENTATION:** The Buyer acknowledges that the Brokerage has provided the Buyer with written information explaining agency relationships, including information on Seller Representation, Sub-Agency, Buyer Representation, Multiple Representation and Self-Represented Party assistance. The Brokerage shall assist the Buyer in locating a real property of the general description indicated above and shall represent the Buyer in an endeavour to procure the acceptance of an agreement to purchase or lease such a property.

The Buyer acknowledges that the Buyer may not be shown or offered all properties that may be of interest to the Buyer. The Buyer hereby agrees that the terms of any buyer's offer or agreement to purchase or lease the property will not be disclosed to any other buyer by the Brokerage. The Buyer further acknowledges that the Brokerage may be entering into buyer representation agreements with other buyers who may be interested in the same or similar

INITIALS OF BROKERAGE: ()

INITIALS OF BUYER(S): ()

properties that the Buyer may be interested in buying or leasing and the Buyer hereby consents to the Brokerage entering into buyer representation agreements with other buyers who may be interested in the same or similar properties without any claim by the Buyer of conflict of interest.

MULTIPLE REPRESENTATION: The Buyer hereby acknowledges that the Brokerage may be entering into listing agreements with sellers of properties the Buyer may be interested in buying or leasing. In the event that the Brokerage has entered into or enters into a listing agreement with the seller of a property the Buyer may be interested in buying or leasing, the Brokerage will require the Buyer's written consent to represent both the Buyer and the seller for the transaction.

The Buyer understands and acknowledges that the Brokerage must be impartial when representing both the Buyer and the seller and equally protect the interests of the Buyer and the seller in the transaction. The Buyer understands and acknowledges that when representing both the Buyer and the seller, the Brokerage shall have a duty of full disclosure to both the Buyer and the seller, including a requirement to disclose all factual information about the property known to the Brokerage.

However, The Buyer further understands and acknowledges that the Brokerage shall not disclose:

- that the seller may or will accept less than the listed price, unless otherwise instructed in writing by the seller;
- that the Buyer may or will pay more than the offered price, unless otherwise instructed in writing by the Buyer;
- the motivation of or personal information about the Buyer or seller, unless otherwise instructed in writing by the party to which the information applies or unless failure to disclose would constitute fraudulent, unlawful or unethical practice;
- the price the Buyer should offer or the price the seller should accept;
- the Brokerage shall not disclose to the Buyer the terms of any other offer, unless otherwise directed in writing by the seller; and
- the Brokerage shall not disclose to the seller the terms of any other offer by the Buyer.

However, it is understood that factual market information about comparable properties and information known to the Brokerage concerning potential uses for the property will be disclosed to both Buyer and seller to assist them to come to their own conclusions.

MULTIPLE REPRESENTATION AND DESIGNATED REPRESENTATION: The Buyer understands and acknowledges where both the Buyer and seller are represented by a designated representative of the Brokerage, multiple representation will not result, unless that designated representative represents more than one client in the same trade, and will require consent in writing for such multiple representation. In the event of multiple representation and designated representation, the Brokerage duty of disclosure to both the Buyer and the seller client is as more particularly set out in the agreement with the respective Buyer or seller.

4. *NOTICES: This section identifies the Buyer is appointing the Brokerage as their agent for the purpose of giving and receiving notices related to any Agreement to purchase or lease. This clause aligns with the Agreement of Purchase and Sale or Agreement to Lease where Members can insert a fax number or email address for this purpose. The provision states the Brokerage may not be appointed agent under multiple representation or where the party is self-represented.*
4. **NOTICES:** The Buyer hereby appoints the Brokerage as the Buyer's agent for the purpose of giving and receiving notices pursuant to any offer or agreement to purchase or lease a real property. The Brokerage shall not be appointed or authorized to be agent for either the Buyer or the seller for the purpose of giving and receiving notices where the Designated Representative of the Brokerage represents both the Buyer and the seller (multiple representation). Where the seller is a self-represented party the Brokerage shall not be appointed or authorized to be agent for the purpose of giving and receiving notices for the self-represented party.
5. *REFERRAL OF PROPERTIES: This clause requires the Buyer to advise the Brokerage of any properties they may be aware of meeting the identified criteria during the term of the Agreement. The Buyer is obligated to advise the Brokerage immediately, and should the Buyer submit an offer during the term of the Agreement or holdover period as described above without referring the property to the Brokerage, the Buyer is obligated to pay the agreed-upon commission to the Brokerage.*
5. **REFERRAL OF PROPERTIES:** The Buyer agrees that during the currency of this Buyer Representation Agreement the Buyer will act in good faith and work exclusively with the Brokerage for the purchase or lease of a real property of the general description indicated above. The Buyer agrees that, during the currency of this Agreement, the Buyer shall advise the Brokerage immediately of any property of interest to the Buyer that came to the Buyer's attention from any source whatsoever, and all offers to purchase or lease submitted by the Buyer shall be submitted through the Brokerage to the seller. If the Buyer arranges a valid agreement to purchase or lease any property of the general description indicated above that came to the attention of the Buyer during the currency of this Agreement and the Buyer arranges said agreement during the currency of this Agreement or within the Holdover Period after expiration of this Agreement, the Buyer agrees to pay the Brokerage the amount of commission set out above in Paragraph 2 of this Agreement, payable within (5) days following the Brokerage's written demand therefor.
6. *INDEMNIFICATION: This clause states the Brokerage and agents are not qualified in determining the physical condition of the structure or land and will not hold the Brokerage or agents responsible for any defect not identified. Any information provided by a seller/landlord or the listing brokerage is not warranted as accurate. The Buyer is advised to make their own enquiries regarding the condition of the property or any information provided. This section does not replace the obligations of a REALTOR® to provide conscientious and competent services.*
6. **INDEMNIFICATION:** The Brokerage and representatives of the Brokerage are trained in dealing in real estate but are not qualified in determining the physical condition of the land or any improvements thereon. The Buyer agrees that the Brokerage and representatives of the Brokerage will not be liable for any defects, whether latent or patent, to the land or improvements thereon. All information supplied by the seller or landlord or the listing brokerage may not have been verified and is not warranted by the Brokerage as being accurate and will be relied on by the Buyer at the Buyer's own risk. The Buyer acknowledges having been advised to make their own enquiries to confirm the condition of the property.
7. *FINDERS FEE: This clause obtains an acknowledgement that the Brokerage could receive a financial benefit related to a transaction. The Buyer consents to the Brokerage receiving the benefit in addition to any commission received. At the time a financial benefit arises there will have to be disclosure as required under TRESA.*
7. **FINDERS FEE:** The Buyer acknowledges that the Brokerage may be receiving a finder's fee, reward and/or referral incentive, and the Buyer consents to any such benefit being received and retained by the Brokerage in addition to the commission as described above.
8. *CONSUMER REPORTS: This clause provides the required notice to the Buyer should a consumer report be used in connection with a transaction.*
8. **CONSUMER REPORTS:** The Buyer is hereby notified that a consumer report containing credit and/or personal information may be referred to in connection with this transaction.

INITIALS OF BROKERAGE: 

INITIALS OF BUYER(S): 



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9. **USE AND DISTRIBUTION OF INFORMATION:** This clause is necessary in order to facilitate the sale of the property and to ensure compliance with privacy laws. It obtains the Buyer's consent for the collection, use and disclosure of personal information required to provide the services to the Buyer. If the Buyer purchases an MLS® listing, this clause allows the listing brokerage to place the sold information into the database(s) of the MLS® System. The clause also identifies the parties who are authorized to use the information and describes how it may be used for statistical purposes, comparative market analyses, or other such uses deemed appropriate with the listing, marketing and selling of real estate.

9. **USE AND DISTRIBUTION OF INFORMATION:** The Buyer consents to the collection, use and disclosure of personal information by the Brokerage for such purposes that relate to the real estate services provided by the Brokerage to the Buyer including, but not limited to: locating, assessing and qualifying properties for the Buyer; advertising on behalf of the Buyer; providing information as needed to third parties retained by the Buyer to assist in a transaction (e.g., financial institutions, building inspectors, etc.); and such other use of the Buyer's information as is consistent with the services provided by the Brokerage in connection with the purchase or prospective purchase of the property.

The Buyer agrees that the sale and related information regarding any property purchased by the Buyer through the Brokerage may be retained and disclosed by the Brokerage and/or real estate board(s) (if the property is an MLS® Listing) for reporting, appraisal and statistical purposes and for such other use of the information as the Brokerage and/or board deems appropriate in connection with the listing, marketing and selling of real estate, including conducting comparative market analyses.

The Buyer acknowledges that the information, personal or otherwise ("information"), provided to the real estate board or association may be stored on databases located outside of Canada, in which case the information would be subject to the laws of the jurisdiction in which the information is located.

10. **CONFLICT OR DISCREPANCY:** This clause identifies that in the event terms are added to the Agreement, for example by way of a schedule, and the added terms conflict with or there is a discrepancy with a pre-printed clause, then the added terms override the pre-printed provision. It also indicates that there are no other representations, warranties, agreements or conditions, and the Agreement is considered the entire Agreement between the Buyer and the Brokerage.

10. **CONFLICT OR DISCREPANCY:** If there is any conflict or discrepancy between any provision added to this Agreement and any provision in the standard pre-set portion hereof, the added provision shall supersede the standard pre-set provision to the extent of such conflict or discrepancy. This Agreement, including any provisions added to this Agreement, shall constitute the entire Agreement between the Buyer and the Brokerage. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein.

11. **SUCCESSORS AND ASSIGNS:** This clause identifies that others who are legally acting on behalf of the Buyer are also bound by the terms of the Agreement. This results in the continued validity of the Agreement upon the passing of the Buyer.

11. **SUCCESSORS AND ASSIGNS:** The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms of this Agreement.

12. **ELECTRONIC COMMUNICATION:** This clause identifies that the Agreement and any other document or communication related to the Agreement can be sent electronically and will be binding as the signatures are treated as if the party signed in ink. It also identifies that the Buyer has received and retained a copy which assists in complying with the obligations under TRESA to provide a copy of the Agreement to the party immediately upon signing.

12. **ELECTRONIC COMMUNICATION:** This Agreement and any agreements, notices or other communications contemplated thereby may be transmitted by means of electronic systems, in which case signatures shall be deemed to be original. The transmission of this Agreement by the Buyer by electronic means shall be deemed to confirm the Buyer has retained a true copy of the Agreement.

13. **ELECTRONIC SIGNATURES:** This clause only applies if the document is signed electronically. It provides consent to use electronic signatures for the Agreement in accordance with legislation.

13. **ELECTRONIC SIGNATURES:** If this Agreement has been signed with an electronic signature the parties hereto consent and agree to the use of such electronic signature with respect to this Agreement pursuant to the *Electronic Commerce Act, 2000*, S.O. 2000, c17 as amended from time to time.

This section provides that the designated representative(s) will represent the Buyer and advise them on any offer made in order to obtain an offer satisfactory to the Buyer.

THE DESIGNATED REPRESENTATIVE OF THE BROKERAGE AGREES TO REPRESENT THE BUYER IN LOCATING A REAL PROPERTY OF THE GENERAL DESCRIPTION INDICATED ABOVE IN AN ENDEAVOUR TO OBTAIN THE ACCEPTANCE OF AN AGREEMENT TO PURCHASE OR LEASE A PROPERTY ON TERMS SATISFACTORY TO THE BUYER.

.....
(Authorized to bind the Brokerage)

.....
(Date)

.....
(Name of Person Signing)

This section identifies the Buyer has read and understood the terms of the Agreement and obtains a signature from the Buyer along with the date of signing. It states that all representations made by the Buyer are true and all terms affecting the Agreement are within the Agreement and any schedule.

THIS AGREEMENT HAS BEEN READ AND FULLY UNDERSTOOD BY ME, I ACCEPT THE TERMS OF THIS AGREEMENT AND I ACKNOWLEDGE ON THIS DATE I HAVE SIGNED UNDER SEAL. Any representations contained herein are true to the best of my knowledge, information and belief.

SIGNED, SEALED AND DELIVERED I have hereunto set my hand and seal:

.....
(Signature of Buyer)

.....
(Seal) (Date)

.....
(Tel. No.)

.....
(Signature of Buyer)

.....
(Seal) (Date)

.....
(Tel. No.)

INITIALS OF BROKERAGE:

INITIALS OF BUYER(S):



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DECLARATION OF INSURANCE: This section is completed and signed by the REALTOR® representing the Buyer. It confirms the individual is insured as required by TRESA.

DECLARATION OF INSURANCE

The Salesperson/Broker/Broker of Record
(Name of Salesperson/Broker/Broker of Record)
hereby declares that he/she is insured as required by TRESA.

.....
(Signature(s) of Salesperson/Broker/Broker of Record)

ACKNOWLEDGEMENT: This section obtains the signature of the Buyer indicating the date they have received a copy of the Agreement as required under TRESA.

ACKNOWLEDGEMENT

The Buyer(s) hereby acknowledge that the Buyer(s) fully understand the terms of this Agreement and have received a copy of this Agreement
on the day of, 20

.....
(Signature of Buyer)

.....
(Date)

.....
(Signature of Buyer)

.....
(Date)



Schedule A

Buyer Designated Representation Agreement Authority for Purchase or Lease

Schedule A is used to identify additional terms to the Agreement. The Brokerage and the Buyer are identified to ensure the Schedule is attached to the correct Buyer Representation Agreement.

This Schedule is attached to and forms part of the Buyer Designated Representation Agreement, Authority for Purchase or Lease (Agreement) between:

BROKERAGE:.....,and

BUYER:.....

This Schedule to the Agreement, *inter alia*, sets out the details of the provision of services by the Brokerage and the provision of services, confidentiality and representation by the Designated Representative of the Brokerage, and subject to the terms of Clause 10 in the Agreement (Conflict or Discrepancy), is in addition to provision of services, confidentiality and representation set out in the Agreement.

TRESA requires all representation agreements to include the services being provided under the Agreement. This Schedule can be used to identify these services and outline the confidentiality and representation being provided. It is important to note that every Buyer is unique and the services being provided should be discussed with the Buyer to ensure there is no misunderstanding of their expectations.

Examples of services provided by a Designated Representative can include:

- Assist the Buyer in identifying any criteria for property searches
- Provide information related to a property, neighbourhood, schools
- Show properties meeting the Buyer's criteria
- Assist in identifying any defects and advise on any disclosure from a seller regarding the property
- Review information on any property of interest
- Assist in completing any conditions or terms of an offer
- Assist the Buyer in seeking other professional assistance
- Advise on competing offer scenarios
- Negotiate favourable terms

This form must be initialised by all parties to the Agreement.

INITIALS OF BROKERAGE:

INITIALS OF BUYER(S):