



COST OF SERVICES (WA) (Exhibit A)

	SELLER(S)	BUYER(S)	
BASIC PKG:	Included with Deluxe	Included with Deluxe	
• Create Skyslope	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Upload & Organize Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Maintain Files and prepare for MB Review	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Create and submit Broker Demand(s)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
BASIC PKG + DELUXE:	\$450.00	\$450.00	
• Updates to MLS as directed including Pending, Open House, Remarks etc...	<input checked="" type="checkbox"/>		
• Double check documents for minor errors or missing info. (Broker assumes final responsibility for accuracy)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• If missing documents (SD, FIRPTA, EX A etc.) following up with all parties till completed.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Transaction Summary and timeline with email reminders. (Broker assumes final responsibility for accuracy)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Ensure all parties agree on deadlines per agreement. Including opening escrow. (TC will send email to all parties to verify dates/deadlines).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Open Escrow (order Trio & Ex A if Applicable) and ensure all doc, including Earnest Money Receipts, are submitted/received.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Lender – Preapproval Letter Received. Ensure receipt of P&S and Appraisal is ordered (communicate dates to all parties)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Order Home Warranty, (if applicable) as directed, and/or submit AHS contract showing declined.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• If applicable, update Zillow Flex status and info once “under contract” and submit Zillow Referral Agreement to Escrow.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Best for Brokers who want to leave the paperwork to a TC so they can spend more time working with their perspective and current clients.			
OTHER SERVICES (al-a-carte) – UPFRONT COST			
MLS SET-UP: Using a Trio or MLS history data – TC will fill out data and add photos and documents as available – Exhibit A must be uploaded for a listing to go live. Broker to complete RMLS data, write Private/Public Remarks. (Additional fee for multiple MLS set-up).	\$200.00		
Contract Drafting (Purchase & Sale Agreements)		\$200.00	

When Charging the Seller or Buyer for the Transaction Fee, please add the following statement to the Listing Agreement or the Buyer Brokerage Agreement (or on a separate addendum)

On the behalf of the client (Seller or Buyer), Premier TC Group LLC will process all contracts, required communication and submit all documents as necessary to complete this transaction. A transaction fee of \$400. to be paid by Escrow at closing by client represented in this transaction.