



# EXCLUSIVE RIGHT TO SELL

**THIS IS A LEGALLY BINDING CONTRACT. IF NOT FULLY UNDERSTOOD, WE RECOMMEND CONSULTING AN ATTORNEY BEFORE SIGNING.**

I/WE \_\_\_\_\_ (SELLER) the SELLER of property located at \_\_\_\_\_ (PROPERTY) do hereby give you \_\_\_\_\_ (LISTING BROKER) represented by \_\_\_\_\_ (LISTING AGENT) the exclusive right to sell the PROPERTY for \$ \_\_\_\_\_ from 12:01 AM on \_\_\_\_/\_\_\_\_/20\_\_ until 11:59 PM on \_\_\_\_/\_\_\_\_/20\_\_ (LISTING PERIOD) and to list the PROPERTY on the \_\_\_\_\_

Multiple Listing Service (MLS). It is understood and agreed that the LISTING BROKER will submit this listing within \_\_\_\_\_ business days to the MLS for online circulation to all members during the LISTING PERIOD, and that the LISTING BROKER will use its best efforts to find a buyer. SELLER, understands and agrees that the Board/Association of REALTORS and/or the MLS are not the SELLER'S agents and none of the terms of this LISTING AGREEMENT shall make them the SELLER'S agents. When used in this document, the term "compensation" includes but is not limited to commissions or fees charged by the LISTING BROKER or paid to a COOPERATING BROKER. When used in this document the term "LISTING BROKER" shall include real estate licensees associated with the LISTING BROKER.

1. Unless SELLER indicates otherwise below, SELLER acknowledges and agrees that all photographs, images, graphics, audio and video recordings, virtual tours, drawings, written descriptions, remarks, narratives, pricing information, and other copyrightable elements relating to the PROPERTY provided by SELLER to LISTING BROKER or otherwise obtained or produced by LISTING BROKER in connection with this LISTING AGREEMENT (LISTING CONTENT), and any other changes to the LISTING CONTENT, may be filed with one or more MLS, included in compilation of listings, and otherwise distributed, publicly displayed and reproduced. SELLER hereby grants to LISTING BROKER a non-exclusive, irrevocable, worldwide, royalty free license to use, sublicense through multiple tiers, publish, display, reproduce and distribute the LISTING CONTENT or any derivative works thereof. SELLER represents and warrants to LISTING BROKER that the LISTING CONTENT and license supplied by the SELLER, does not violate or infringe upon the rights, including any copyright rights, of any person or entity and SELLER agrees to indemnify LISTING BROKER from any claim of infringement relating to the same. SELLER acknowledges and agrees that as between SELLER and LISTING BROKER, all LISTING CONTENT developed by the LISTING BROKER is owned exclusively by LISTING BROKER, and SELLER has no right, title or interest in it. Data including photographs and sketches relating to SELLER'S PROPERTY may be aggregated with that of other properties listed by participants in the MLS, computer online networks and websites and become copyrighted data pursuant to agreements with the LISTING BROKER and such other third parties. By the act of submitting any PROPERTY LISTING CONTENT to the MLS, the LISTING BROKER has been authorized to grant and also thereby does grant authority for the MLS to include the PROPERTY LISTING CONTENT in its copyrighted MLS compilation and also in any statistical report. SELLER understands and agrees that said compilation is exclusively owned by the MLS which alone possesses the right to publish said compilation in any media form it deems appropriate. MLS may license, sell, lease and commercially utilize its compilation. Among other uses MLS may license or sell the LISTING CONTENT to aggregators who will aggregate the LISTING CONTENT and resell the same. Such aggregated content shall not contain any personal information about the SELLER other than the SELLER'S name.

2. SELLER grants to the LISTING BROKER full discretion to determine the appropriate marketing approach for the PROPERTY. LISTING BROKER will undertake to find a ready, willing and able buyer and in order to do so will engage in marketing activity which may include all forms of advertising.

3. SELLER agrees to allow the use of a lockbox or to provide keys to the PROPERTY to COOPERATING BROKERS and permit showings of the PROPERTY at any reasonable hour. SELLER agrees that LISTING BROKER may place a sign on the PROPERTY indicating its availability for purchase. SELLER agrees to the publication of SELLER'S address on all listing information.

4. SELLER agrees to refer all inquiries about the PROPERTY to the LISTING AGENT of the LISTING BROKER providing the name and contact information of the person(s) who approached the SELLER about the PROPERTY during the term of this LISTING AGREEMENT.

5. It is agreed that the PROPERTY is listed in full compliance with local, state, and federal fair housing, human rights, civil rights laws and the National Association of Realtors® Code of Ethics in the sale of the PROPERTY. SELLER agrees not to discriminate against any protected class in the sale of the PROPERTY. Protected class includes but is not limited to race, color, religion, creed, sex (including gender identity), disability or handicap, national origin, marital/familial status and/or military status.

6. SELLER agrees that any offer to purchase/lease the PROPERTY shall be submitted through the LISTING BROKER. In the event a COOPERATING BROKER requests to be present when the purchase offer/lease is delivered to the SELLER, the SELLER \_\_\_\_\_ agrees to or \_\_\_\_\_ denies such request.

Once SELLER accepts and signs a binding written agreement to purchase, LISTING BROKER has an obligation to disclose the existence of accepted offers, including offers with unresolved contingencies, to any broker seeking cooperation. LISTING BROKER shall continue to submit to SELLER all offers and counteroffers until closing or execution of a lease unless SELLER waives this obligation in writing. LISTING BROKER shall not be obligated to continue to market the PROPERTY after an offer has been accepted by SELLER. SELLER SHOULD CONSULT AN ATTORNEY REGARDING ANY SUBSEQUENT

OFFERS BECAUSE A WRITTEN AGREEMENT FOR THE PROPERTY MAY ALREADY EXIST AND BROKERAGE COMPENSATION CLAIMS MAY BE INVOLVED.

7. If SELLER terminates this LISTING AGREEMENT or the LISTING BROKER'S authority provided herein prior to the end of the LISTING PERIOD, the LISTING BROKER shall retain its contract rights (including but not limited to recovery of its compensation, advertising expenses and/or any other damages incurred) by reason of SELLER'S termination.

8. SELLER is responsible for the condition, maintenance and/or utilities for the PROPERTY including snow removal and lawn maintenance. For vacant properties, arrangements should be made for third parties to inspect the PROPERTY regularly and report any problems to SELLER. LISTING BROKER is not responsible for the condition of the PROPERTY. SELLER agrees to indemnify and hold harmless the LISTING BROKER and COOPERATING BROKERS from any claim arising out of personal injuries to any persons injured on the PROPERTY and/or loss or damage to personal property except if caused by the gross negligence of the LISTING BROKER or COOPERATING BROKER. In the event any claim or action is commenced against the LISTING BROKER or a COOPERATING BROKER as a result of the LISTING BROKER or COOPERATING BROKER obeying the lawful instructions of the SELLER, then, and in such event, the SELLER hereby agrees to defend, indemnify and hold harmless the LISTING BROKER or COOPERATING BROKER in any such claim or action. Owner shall have the right to select counsel in such event, subject to the approval of the LISTING BROKER and/or COOPERATING BROKER, which approval shall not be unreasonably withheld.

9. \_\_\_\_/\_\_\_\_ PLEASE INITIAL: SELLER understands that compensation is not set by law or any Realtor® association or MLS and that compensation is fully negotiable between the SELLER and the LISTING BROKER. An offer of compensation to the COOPERATING BROKER who produces the buyer for the listed property is not required. However, SELLER may choose to offer compensation directly to the COOPERATING BROKER or through the LISTING BROKER to the COOPERATING BROKER. A SELLER may receive requests for compensation from a COOPERATING BROKER as part of the purchase offer or separately. The SELLER has the right to accept, deny or negotiate the amount of compensation being requested by the COOPERATING BROKER.

(A) LISTING BROKER COMPENSATION

- i. SELLER shall pay the LISTING BROKER compensation of \_\_\_\_\_ percent (%) of the selling price or a fee of \_\_\_\_\_ dollars (\$) at closing whichever is the greater sum unless otherwise modified in paragraph 9(B).
- ii. In the event of dual agency SELLER shall pay the LISTING BROKER compensation of \_\_\_\_\_ percent (%) of the selling price or a fee of \_\_\_\_\_ dollars (\$) at closing whichever is the greater sum. (for an explanation of the types of agency, please see the NYS Agency Disclosure Form).
- iii. In the event of dual agency with designated sales agent SELLER shall pay the LISTING BROKER compensation of \_\_\_\_\_ percent (%) of the selling price or a fee of \_\_\_\_\_ dollars (\$) at closing whichever is the greater sum. (for an explanation of the types of agency, please see the NYS Agency Disclosure Form).
- iv. In the event of an unrepresented buyer, SELLER shall pay the LISTING BROKER compensation of \_\_\_\_\_ percent (%) of the selling price or a fee of \_\_\_\_\_ dollars (\$) at closing whichever is the greater sum. (for an explanation of the types of agency, please see the NYS Agency Disclosure Form).

The compensation set forth in (i), (ii), (iii), or (iv) above shall be earned and payable under any of the following conditions: (a) If the LISTING BROKER or COOPERATING BROKER produces a buyer ready, willing and able to purchase the PROPERTY on such terms and conditions acceptable to the SELLER; (b) If through the LISTING BROKER or COOPERATING BROKER'S efforts a buyer and the SELLER reach an agreement upon all the essential terms of a transaction; (c) If the PROPERTY is sold or rented during the term of this LISTING AGREEMENT whether or not the sale or rental is a result of the LISTING BROKER'S efforts and even if the PROPERTY is sold as a result of the efforts of the SELLER or any other broker or agent not acting under this LISTING AGREEMENT; (d) If the LISTING BROKER or COOPERATING BROKER is the procuring cause of a transaction. If within \_\_\_\_\_ days after the expiration of the LISTING PERIOD, SELLER accepts a purchase offer on the PROPERTY from any person to whom the PROPERTY has been shown during the LISTING PERIOD, SELLER will pay LISTING BROKER the aforementioned compensation as if LISTING BROKER had made the sale provided the PROPERTY goes to closing. The preceding sentence shall not apply if during said period, SELLER lists the PROPERTY with another real estate broker.

(B) COOPERATING COMPENSATION (please initial one below)

\_\_\_\_/\_\_\_\_ PLEASE INITIAL: SELLER **IS NOT** offering compensation to COOPERATING BROKERS (please continue to part C of this section)

SELLER **IS** offering compensation to COOPERATING BROKERS (please initial one of the following and fill in paragraph below):

\_\_\_\_/\_\_\_\_ SELLER is offering compensation directly to COOPERATING BROKERS

\_\_\_\_/\_\_\_\_ SELLER is authorizing LISTING BROKER to offer cooperating compensation to COOPERATING BROKER

In addition to the compensation offered to the LISTING BROKER under paragraph 9(A), SELLER will offer compensation to COOPERATING BROKERS directly or through the LISTING BROKER, as SELLER has indicated above, who is the procuring cause of the PROPERTY sale/transfer during the LISTING PERIOD as set forth in paragraph 9(A). SELLER agrees to the following offers of compensation to COOPERATING BROKERS:

BUYER'S AGENT: \_\_\_\_\_ percent (%) of the selling price or a fee of \_\_\_\_\_ dollars (\$) at closing;

BROKER'S AGENT: \_\_\_\_\_ percent (%) of the selling price or a fee of \_\_\_\_\_ dollars (\$) at closing;

SUB AGENT: \_\_\_\_\_ percent (%) of the selling price or a fee of \_\_\_\_\_ dollars (\$) at closing;  
(for an explanation of the types of agency, please see the NYS Agency Disclosure Form).

(C) RENTAL: Should the SELLER desire to rent the PROPERTY between the EFFECTIVE DATE and prior to the end of the LISTING PERIOD, LISTING BROKER is hereby granted the sole and exclusive right to rent the PROPERTY. SELLER agrees to pay the LISTING BROKER a rental commission of \_\_\_\_\_. The commission for the term of the lease is due and payable (check one) \_\_\_ upon execution of the lease \_\_\_ upon date of occupancy. The commission for any renewal of the lease is due and payable upon the commencement of the new term. In the event that the PROPERTY is sold during the term of the lease the SELLER shall owe the LISTING BROKER the commission/fee set forth above in paragraph 9(A).

10. \_\_\_\_/\_\_\_\_ PLEASE INITIAL (if applicable) Seller Concessions. SELLER agrees to pay a fixed amount or percentage of the Purchase Price at Closing, toward buyer's loan closing fees, prepaid expenses, and/or other permitted closing costs to be paid by buyer or which are ordinarily deemed a buyer's expense.

11. SELLER is aware of the Home Equity Theft Prevention Act and particularly the provisions of Section 265 of the Real Property Law of the State of New York. In order to ensure compliance with the same, SELLER warrants and represents to LISTING BROKER that (please initial a, b, and/or c below if applicable):

\_\_\_\_/\_\_\_\_ (a) SELLER is in default of any mortgage affecting this PROPERTY by reason of there being payments due and unpaid on any mortgage for two (2) months or more;

\_\_\_\_/\_\_\_\_ (b) there are actions pending against the PROPERTY to foreclose a mortgage; and

\_\_\_\_/\_\_\_\_ (c) the PROPERTY is shown as being active on a tax lien sale list and all real estate taxes have been paid through the next lien date.

If the seller has initialed a, b, and/or c above, LISTING BROKER must notify SELLER'S attorney prior to the issuance of a sales contract as the Home Equity Theft Protection Act may be applicable. In the event that the above circumstances change after the execution of this LISTING AGREEMENT, SELLER hereby covenants and agrees that SELLER will communicate with LISTING BROKER regarding any of the aforementioned matters and to keep LISTING BROKER fully apprised of same.

12. In the following paragraph "You" and "Your" means SELLER and "Broker" means LISTING BROKER: **AT THE TIME OF CLOSING, YOU MAY BE REQUIRED TO DEPOSIT THE BROKER'S COMMISSION WITH THE COUNTY CLERK IN THE EVENT THAT SELLER DOES NOT PAY THE BROKER HIS OR HER COMMISSION AS SET FORTH HEREIN. YOUR OBLIGATION TO DEPOSIT THE BROKER'S COMMISSION WITH THE COUNTY CLERK MAY BE WAIVED BY THE BROKER.**

13. \_\_\_\_/\_\_\_\_ PLEASE INITIAL: PROPERTY CONDITION DISCLOSURE STATEMENT As the seller of residential real property, SELLER understands that they must complete and sign a Property Condition Disclosure Statement (PCDS) as required by Real Property Law §462(2): "Except as is provided in section 463 of this article, every seller of residential real property pursuant to a real estate purchase contract shall complete and sign a property condition disclosure statement as prescribed by subdivision two of this section and cause it, or a copy thereof, to be delivered to a buyer or buyer's agent prior to the signing by the buyer of a binding contract of sale. A copy of the property condition disclosure statement containing the signatures of both seller and buyer shall be attached to the real estate purchase contract." SELLER should seek the advice of their attorney about filling out the PCDS or if the transfer qualifies for an exemption under Real Property §463.

14. SELLER is aware that it is in violation of NYS Penal Law to mechanically overhear a conversation by having any device (or devices) recording, streaming or otherwise documenting the conversation of an individual during real estate-related activities at the PROPERTY (open houses, showings etc.) if you are not a party to that conversation. If such a device is present and will be operating at any time a potential Buyer/Tenant is viewing the property, the Seller/Landlord/Property Manager understands that the LISTING AGENT must disclose the presence of the device.

PLEASE INITIAL ONE OF THE OPTIONS BELOW

\_\_\_\_/\_\_\_\_ PLEASE INITIAL: The PROPERTY does not have a device that can mechanically overhear a conversation or if there is such a device, it will not be active during real estate-related activities at the PROPERTY (open houses, showings etc.).

\_\_\_\_/\_\_\_\_ PLEASE INITIAL: The PROPERTY has a device that can mechanically overhear a conversation and will be active during real estate related activities at the PROPERTY (open houses, showings etc.). LISTING AGENT must disclose the presence of device.

15. SELLER has read and understands this LISTING AGREEMENT and does hereby acknowledge receipt of a copy thereof. This LISTING AGREEMENT is the entire agreement between the parties and may not be changed except in a writing signed by both parties. This LISTING AGREEMENT shall be binding upon the parties hereto, and their respective heirs, successors, or assigns as of the EFFECTIVE DATE. For purposes of this LISTING AGREEMENT, "SELLER" refers to each and all parties who have an ownership interest in the PROPERTY and the undersigned SELLER represents that they are the sole and exclusive SELLER and are fully authorized to enter into this LISTING AGREEMENT. As used in this LISTING AGREEMENT, the neuter includes the masculine and feminine, the singular includes the plural and the plural includes the singular, as the context may require. SELLER and LISTING BROKER understand that all extensions of this LISTING AGREEMENT must be done in writing and automatic renewals are specifically prohibited by 19 NYCRR§175.15. Any change to the LISTING AGREEMENT which would make the PROPERTY unavailable for sale through the MLS, including but not limited to any withdrawal, cancellation, reduction in term of listing or termination thereof, must be in writing signed by the LISTING BROKER OR MANAGER in order to have any binding legal force and effect.

16. DISPUTE RESOLUTION:

- a. The parties agree that any dispute concerning the terms and conditions of this Agreement that cannot be amicably resolved between them shall first be submitted to mediation proceedings conducted in accordance with the rules of the local Realtor® association – or, if that association does not provide for mediation, by a mediator mutually agreed upon by the parties. Mediation fees and costs, if any, shall be divided equally among the parties involved.
- b. If the dispute is not timely resolved through mediation, either party may submit the dispute to binding arbitration before the local Realtor® association in accordance with the procedure set forth in the National Association of Realtors® Code of Ethics and Arbitration Manual. Each party shall bear its own fees and costs, and the fees of the arbitration.
- c. The parties agree that arbitration as set forth above shall be the exclusive procedure for resolution of all disputes that cannot be resolved through mediation. Each party hereby waives the right to bring any lawsuit relating to any transaction covered by this Agreement and further waives the right to join, or be part of, any class action or any other legal action relating to claims arising from any such transaction.
- d. Notwithstanding any provision to the contrary contained in this Agreement, if Broker is held to be liable for any matter arising from this Agreement, the maximum liability of Broker shall not exceed the aggregate amount received by Broker in connection with the transaction in question, not including filing or related administrative fees.

17. NYS Disclosure Pursuant to 19 NYCRR §175.24

\_\_\_\_/\_\_\_\_ PLEASE INITIAL: EXPLANATION: An "exclusive right to sell" listing means that if you, the SELLER of the PROPERTY, find a buyer for your house, or if another broker finds a buyer, you must pay the agreed commission to the present broker. An "exclusive agency" listing means that if you, the SELLER of the PROPERTY find a buyer, you will not have to pay a commission to the broker. However, if another broker finds a buyer, you will owe a commission to both the selling broker and your present broker."

SELLER \_\_\_\_\_ Date: \_\_\_\_\_

SELLER \_\_\_\_\_ Date: \_\_\_\_\_

LISTING BROKER \_\_\_\_\_ Date: \_\_\_\_\_

The "EFFECTIVE DATE" of this Agreement shall be the latest date entered above alongside the parties' signatures.