



**AGENT TRAINING  
ZOOM MEETING**

<https://sanjac.zoom.us/my/turnquist>

**Tuesday, March 23<sup>rd</sup> 2021**

**7:00pm – 7:45pm**

# AGENDA

- 7:00pm** – Agent Sharing (listing/closing updates, personal news, etc. Please share 1 comment under 45 seconds)
- 7:08pm** – Lender Tips for a successful closing (Damon and Layla Ford – Prime Lending)
- 7:28pm** – 10 Things Agents Need to pay Attention to
- 7:42pm** - Use the NEW forms correctly (TREC 20-15)
- 7:44pm** – Comments / Questions

7:00pm

# Agent Sharing

Please prepare a story, idea, news or article about real estate that you feel would benefit the rest of us. If you have a new listing, buyer or closing that recently happened or will happen in the next 30 days let us know.

**New Listings**

**New Buyers**

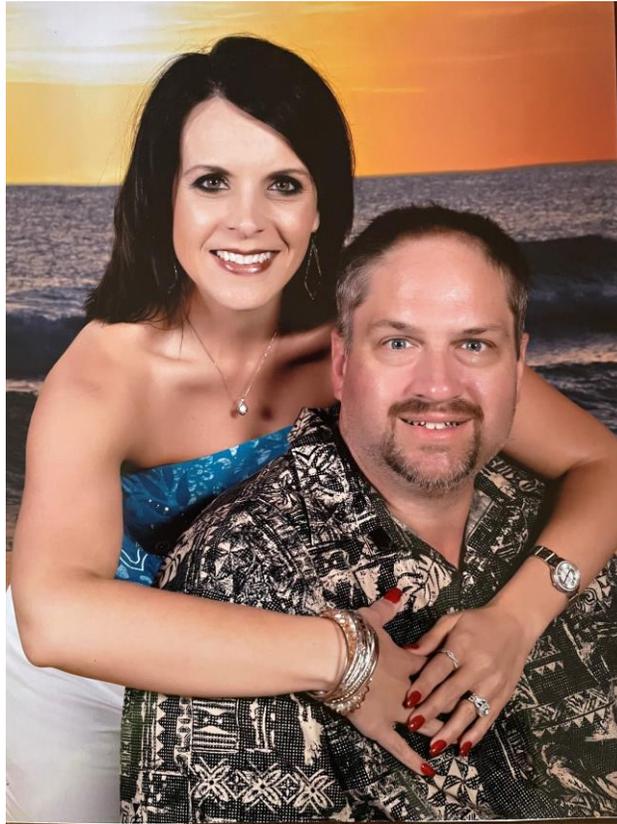
**Closings**

**Personal News (Birthday, New Baby, New Home, Exciting News)**

**45 seconds..... and go**

7:08pm

# Lender Tips for Realtors for a Successful Transaction



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7:28pm

## 10 Things to ALWAYS Remember as an Agent

- 1) Be sure you are using the latest version of each contract and form. Zipforms has now added the TREC 20-15 and others.
- 2) Homes are moving VERY QUICKLY. Be sure to educate you clients on the current market conditions and what to expect (Bidding wars, homes going to OP within 24 hours, Appraisal issues, etc)
- 3) READ the AGENT REMARKS on every listing you plan on showing. Also, if YOU are the listing agent, be sure to include helpful information in the Agent Remarks (not the name of a title company though)
- 4) Download the disclosures on any listings your client is interested in and send them to you client in advance if possible. This will eliminate the need to show some properties your client rules out. It also gives you an opportunity to review issues such as flood zone, defects on the property, MUD taxes, HOA requirements, and offer instructions
- 5) Be sure to check the FINANCING accepted on each property you are showing (Located towards the bottom of the MLS Listing). If they say CASH ONLY then it's cash only. If they are not accepting FHA or VA there is usually a reason (won't qualify for financing). Let your client know if that is the case BEFORE you go show them the house.
- 6) Get your buyer Pre-Approved before you show them any homes. If they won't do agree to do that then they aren't really serious about buying. YOU are in control of the transaction. Explain the process to your buyer in advance.
- 7) Use the CHECKLISTS we have on our website. You are likely to forget something if you don't. We have 3 checklists on the AGENTS ONLY webpage 1) Closing Checklist 2) Listing Checklist 3) Do I have the Forms I Need Checklist
- 8) There's a LOT of competition out there for every listing and every buyer right now. Be competitive. 6% of zero is zero
- 9) MARKET, MARKET, MARKET. If people don't see you or know you are an agent, they will choose someone else
- 10) Open Houses are ON FIRE right now. The last two I went to had a steady flow of people in and out. If you don't have a listing, ask another agent if you can do an open house in their listing. BE SEEN!!! MEET PEOPLE!!!

**11) BONUS TIP:** • If you place a "Coming Soon" sign or otherwise market a property listed after May 1,2020 it must be added, within one business day, to Matrix as either Active or Coming Soon. (NAR MLS Policy 8.0)

## Updated Contract Forms Now Available

02-24-2021 by: TREC Staff



The Commission recently adopted changes to the following contract forms:

[Unimproved Property Contract](#)

[One to Four Family Residential Contract \(Resale\)](#)

[New Home Contract \(Incomplete Construction\)](#)

[New Home Contract \(Complete Construction\)](#)

[Farm and Ranch Contract](#)

[Residential Condominium Contract \(Resale\)](#)

[Addendum for Property Subject to Mandatory Membership in a Property Owners Association](#)

[Notice of Buyer's Termination of Contract](#)

[Short Sale Addendum](#)

To see what has changed, [view the redline versions](#).

The Commission also adopted two new forms:

[Addendum Regarding Residential Leases](#)

[Addendum Regarding Fixture Leases](#)

These forms are now available for voluntary use on the Commission's website until April 1<sup>st</sup> when they become mandatory. During this voluntary-use period, pay careful attention to the version of the contract forms being used.

# Questions / Comments

