



Keya Grable

Real Estate Professional

Listing Process

I, Keya Grable, as your Real Estate Agent, I promise to work for you the client to the best of my ability until you are 100% satisfied. In looking out for your best interest I have guidelines I follow which are listed below. Please look them over and sign where appropriate. Please return the form so we can proceed with your sale.

- The appraisal** is the first item to be completed. If the seller want to list the property for more than the appraised value, we will cancel this agreement. The seller will agree to pay for the appraisal and there will be no further contractual agreement.

Sign & date for your approval to proceed: _____

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*** If the appraisal value is below \$350k, the appraisal cost is \$250. If the appraisal value is between \$350k and \$800k, the appraisal cost is \$400. If the value is \$800k and above, the appraisal cost is \$600.*

Sign & date for your approval to proceed: _____

- A complete certified inspection is to be accomplished. The inspection will include structure, roof, P&E and HVAC. A complete inspection will cost around \$850.

Sign & date for your approval to proceed: _____

- Order an expedited resale package, cost at around \$350, and if there are two associations the cost is around \$500.

Sign & date for your approval to proceed: _____

- Order a complete full title report, on the listing/appraised property at a cost of around \$150. If the title is held in trust or any other legal entity, the seller must pay for a Trust Attorney Opinion to be drafted on said attorney's letterhead, as to who has the legal right to sell the listed/appraised property. A copy of the Trust Attorney Opinion will also be required by law by the title company.

Sign & date for your approval to proceed: _____

- The listing agent(s) will order the appraisal, inspections, resale package, and full title report. The seller will reimburse listing agent(s) at close of escrow for the inspection reports*, appraisal, resale package(s), and title report when an acceptable offer is received.

Sign & date for your approval to proceed: _____

- Seller agrees to fix anything noted on the inspection(s) by utilizing a licensed bonded contractor. This is part of the **60 Day Guarantee** and must be adhered to. ***Be prepared to show receipts. Seller will not attempt to fix anything themselves, unless they are a licensed bonded contractor.*

Sign & date for your approval to proceed: _____

- Seller agrees to make a decision on any and all offers that are at or above the list price within 2 business days, from receipt. This is also part of the **60 Day Guarantee**.

Sign & date for your approval to proceed: _____

- Seller agrees not to look at any offers below list price/appraised value.

Sign & date for your approval to proceed: _____

All of the above must be agreed to by signing and dating each point before proceeding. Once this document is in place we will proceed to a timeline that will be dependent on the complete submittal of all documents to include but not limited to appraisal, inspection(s) to include structural, roof, P&E and HVAC, resale packet(s), full title report and Trust Attorney Opinion Letter(s),

**I will not list any property that may have lead base paint, asbestos, Kitec plumbing or any other health related item without a Certificate of Compliance from an environmental contractor licensed and bonded in the state of Nevada.

Keya Grable, Real Estate Professional @ Key Realty

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