

MY TRANSACTION CO. *MD Real Estate Quality Control and Compliance Services*

Owner – Anita Kestel

443-655-7776

anita@mytransactionco.com

25 Years of Experience to Include:

- Agent assistant
- Licensed since 2003 – (in referral since 2011)
- Team buyer agent / Master real estate sales agent
- Member of HCAR Legislative (till 2021), Education, Forms & Affiliates Committees – 2019-2022
- HCAR Board of Directors – 2020-2024
- 2021, 2022 RPAC Major Investor
- MAR Housing Opportunity Committee member
- Baltimore Real Producers Preferred Partner
- BS in Business Administration / Business Owner
- Transaction Coordinator / Compliance Officer
- MD Real Estate CEU course developer / instructor
- Proficient with electronic real estate platforms
 - ✚ DotLoop
 - ✚ SkySlope
 - ✚ KW Command
 - ✚ BackAgent
 - ✚ DocuSign / zipForms
 - ✚ BRIGHT
- Wide knowledge of MD real estate laws, requirements, and guidelines
- Know MR & GCAAR form sets & regional addenda
- Knowledgeable, Trustworthy, and Confidential
- Professional Team Providing Attention to your Work

My Transaction Co. is a Maryland based, real estate focused, virtual assistance small business. The company specializes in providing area real estate agents and brokers with their transaction coordination, client care, forms assistance, quality control and compliance review. Clients are provided the ability to out-source which is often a more attractive and financially viable solution than hiring and maintaining employees.

- Broker services include:**
- **Quality control – listing and contract compliance review**
 - **Reconciliation of agent submissions with MLS**
 - **Form and task templates for electronic platforms**
 - **Business consulting for systems efficiency**
 - **Auditing systems and reports**

Reasons to Use My Services:

- * Better represent your clients' interests
- * Smoother, more successful transactions
- * Keep your clients, your broker, and yourself, safer legally
- * Gain respect in the industry for your brokerage and agents