

THIS IS STRICTLY AN AGREEMENT WITH YOUR OFFICE AND MINE FOR THIS TRANSACTION ONLY.

- Please be advised: Offer received after 5pm, EST may or may not be submitted until 9am, the next morning. Please plan accordingly.
- Please be advised: If you do not fill this entire form out completely – your offer will not be submitted.

**HUD Buyer Agent without NAID #
Agreement w/Keller Williams, South Watuppa**

This agreement is by and between Keller Williams, South Watuppa, the LLB for HUD and

_____ of _____,

HUD REQUIRES THAT WHEN YOU SUBMIT OFFER THAT WE SUBMIT IT WITH YOUR BUYERS SOCIAL SECURITY NUMBER.

Buyer Type: Investor or Owner Occupant

BUYER NUMBER 1:

NAME: _____

BUYERS SOCIAL SECURITY NUMBER ----- _____

HUD REQUIRES THAT WHEN YOU SUBMIT OFFER THAT WE SUBMIT IT WITH YOUR BUYERS SOCIAL SECURITY NUMBER.

Address: _____

City/St./Zip: _____

Phone: _____

E-mail: _____

PLEASE BE ADVISED THAT THE SELLER SIGNS CONTRACT VIA DOC-U-SIGN AND YOUR BUYER MUST HAVE EMAIL ADDRESS. IF THEY DO NOT HAVE ONE, PLEASE GUIDE THEM TO CREATE ONE. HAND WRITTEN CONTRACTS ARE NOT ACCEPETABLE.

BUYER NUMBER 2: NAME: _____

BUYERS SOCIAL SECURITY NUMBER ----- _____

HUD REQUIRES THAT WHEN YOU SUBMIT OFFER THAT WE SUBMIT IT WITH YOUR BUYERS SOCIAL SECURITY NUMBER.

Address: _____

City/St./Zip: _____

Phone: _____

E-mail: _____

PLEASE BE ADVISED THAT THE SELLER SIGNS CONTRACT VIA DOC-U-SIGN AND YOUR BUYER MUST HAVE EMAIL ADDRESS. IF THEY DO NOT HAVE ONE, PLEASE GUIDE THEM TO CREATE ONE. HAND WRITTEN CONTRACTS ARE NOT ACCEPETABLE.

Buyers Select Closing Attorney:

Please visit HUDHomestore.com and Click " Buyer Select Closing Attorney"

Company Name: _____

Company Phone: _____

Company Address: _____

City: _____ State: _____

BUYER SELECT TITLE ID *ISSUED BY HUD*: _____

Escrow Officer: _____

Escrow Officer Email: _____

NON-HUD APPROVED BROKER OFFER FORM &
BROKER AGREEMENT.

OFFER TERMS:

Purchasers agree to purchase the property for the amount of \$_____

Purchaser is:

- ☐ applying for HUD/FHA insured financing 203(b)
- ☐ applying for HUD/FHA insured financing 203(b) repair escrow
- ☐ applying for HUD/FHA insured financing 203(k)
- ☐ applying for Conventional or other financing not involving HUD/FHA
- ☐ paying Cash

* Seller will pay reasonable and customary costs, but not more than actual costs, nor more than paid by a typical Seller in the area, of obtaining financing and/or closing (excluding broker's commission) in an amount not to exceed: ?

\$

* Purchaser is:

- ☒ Owner-Occupant (will occupy this property as primary residence)
- ☐ Investor
- ☐ Nonprofit Organization (should be a HUD approved Non Profit Agency)
- ☐ Other Government Agency

* If Seller does not accept this offer, Seller

- ☐ may hold such offer as a back-up to accepted offer
- ☐ may not hold such offer as a back-up to accepted offer

Purchaser Information ?

The required information for all purchasers must be accurate for the Electronic Signatures. Purchaser cell phone will only be used as a backup for E-signature verification. You will be required to verify all the information if your bid is selected.

* Are any Purchasers an Employee, Immediate Family Member, Management Official, and/or Affiliated Entity to HUD Asset Managers (AMs), HUD Field Service Managers (FSMs), Appraisers for any HUD AM, HUD Local Listing Broker, Buyers Selected Closing Agent, HUD (except for employees who have no involvement in management and oversight of HUD-owned properties)?

- ☐ Yes
- ☐ No

HUD will not pay a sales commission if the selling broker or agent submitting the bid is also a purchaser, or has an ownership interest in an entity identified as purchaser. In such cases the selling broker must enter zero in the Selling Broker Commission field (6a) of the Bid Submission screen.

* The Selling Broker/Agent submitting this bid is a Purchaser or has an ownership interest in the entity purchasing the property.

- ☐ Yes
- ☐ No

If this bid is awarded, you are responsible for reviewing the bid information and submitting required documentation within the Accepted Bid Checklist in HUD Homestore within two (2) business days of bid award notification.

HUD Property Address for submitting offer:

Fee Agreement: This fee agreement will supersede the MLS and any other agreement with your office.

Please note: This will only be an agreement with this property specifically.

Your firm will receive a 2% commission if this property closes. It will be made payable to your brokerage.

Commission is only paid when the property is recorded.

This confirms the arrangements between parties for the referenced client, to mutually serve the above-mentioned buyer/client in the purchase of a HUD-owned property, as follows:

Keller Williams, South Watuppa – Broker, Cliff Ponte: Will submit the buyer client's offer on the above-mentioned property on HUDHomeStore.com and will assist the "buyer/agent" in facilitating the purchase/closing. **We will need to sign a dual agency disclosure with this buyer or buyers.**

YOUR FIRM 'acting as a facilitator' will handle all other steps in serving the buyer, including, but not limited to:

1. Showing the buyer the property, prior to making offer.
2. Advising the buyer on the purchase price and terms to offer.
3. Communicate purchase price/terms of offer
4. REVIEW ALL DISCLOSURES IN THE MLS WITH THE BUYER AND BE SURE THEY UNDERSTAND THEM
5. Fill out and return HUD sales contract #9548 to HUD within 48 hours of bid acceptance
6. Obtaining the Earnest Money check and deliver to our office within 24 hours.
7. Fill out / complete utility activation form and coordinate access with inspectors
8. Facilitate any utility turn on/off – Buyer agent will be present to allow access to utility personnel
9. Handle/facilitate all Contract extensions, corrections in timely manner
10. Obtain copy of Buyer Select Escrow/Settlement Company Addendum
11. Facilitate all Closing requirements, including home inspection, going to closing, delivering keys, any other inspection/requirements to ensure timely and smooth closing.
12. Accompany your buyer to my office to sign contracts.

Please sign and return a copy of this agreement. **This agreement serves as your acknowledgement and acceptance.** This is not a contract between any other entity other than your brokerage firm for THIS SPECIFIC property. You also understand that you could have worked out another agreement with another HUD Registered broker. We strongly encourage you to register to be a HUD Registered broker.

You would be able to earn up to 3% of the sales price. If you would like some direction on registering you can do so by emailing



NON-HUD APPROVED BROKER OFFER FORM &
BROKER AGREEMENT.

CPONTE@KW.com . If you have questions, please contact our HUD Team by calling 508-677-3233.

**THIS IS NOT AN AGREEMENT WITH THE BUYERS; THIS IS STRICLY AN AGREEMENT WITH YOUR OFFICE
AND MINE FOR THIS TRANSACTION ONLY.**

****PLEASE RETURN THIS FORM WITH DUAL AGENCY DISCLOSURE SIGNED, CONTRACT TO PURCHASE
AND PRE-APPROVAL TO CPonte@kw.com**

Date: _____

Buyers Agent

Date: _____

Buyers Broker

Address of Buyers Broker: _____

Tax Id: _____

Date: _____

Listing Broker, LLB for HUD, Cliff Ponte

Email: CPonte@kw.com