

# Transaction Coordination



Market Center Transaction Coordinators

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## Services & Pricing

Listing Services

\$130

Rental Services

\$100

Off-Market Services

\$75

DocuSign Form Templates

\$50

Contract to Close on Your Listing

*(not your buyer)*

\$75

Rental Listing to Leased on Your Listing

*(not your tenant)*

\$50

Contract to Close

*(Your Buyer, Regardless if Your Listing Or Not)*

\$200

Rental Side Tenant Side

*(Your Tenant, Regardless if Your Listing Or Not)*

\$75

Offer No Compliance

\$50

Re-List on MLS

\$50

Hourly Rate In House

\$25

Single MLS Input

\$30

Entering Listing into Additional MLS

\$30

Overall Compliance Review &  
Commission Submission

\$75

Admin Training

*(MLS/Paperwork/Command)*

\$75/hour

Circle of Excellence Application

\$150

Referral Paperwork

\$25

# BCP

# Transaction

# Coordination



Meet Your Market Center  
Transaction Coordinators!



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