

-Confirmation of Agency Relationships

It is extremely important to complete RPA Paragraph 2.B regarding confirmation of Agency.

B. CONFIRMATION: The following agency relationships are hereby confirmed for this transaction:

Listing Agent _____ (**Print Firm Name**) is the agent of (check one): ___ **the Seller exclusively**; or ___ both the Buyer and Seller.

Selling Agent _____ (**Print Firm Name**) (if not the same as the Listing Agent) is the agent of (check one): ___ **the Buyer exclusively**; ___ or the Seller exclusively [not sure why this is an option] ; or ___ both the Buyer and Seller.

Dual Agency Must be Disclosed to all parties prior to acceptance of Agreement. If Broker represents both the Buyer and Seller, then put in Alliance Bay Realty in both Listing Agent spot and Selling Agent spot and check boxes in both sections for “both the Buyer & Seller.” This is called Dual Agency.

If any **boxes are unchecked** or any broker names are missing, the **parties have not confirmed agency**. If this section is not completed correctly, then:

1. **Have RPA page 1 corrected with Seller and Buyer initials.**
 - Otherwise, you will need to complete **CAR form AC** [Confirmation of Agency Relationships]. Be sure to check appropriate boxes and Seller, Buyer, Listing Agent & Selling all have to sign this form
 - Upload corrected RPA page 1 or CAR form AC and make notes in the comment section of the “folder” or “slot” pertaining to the RPA.

Note this paragraph from CAR Legal Q & A.

Q 8. *How and when does the confirmation of the agency relationships take place?*

A Both listing office and the selling office must indicate their agency representation, as soon as practicable. These relationships must then be confirmed either in the purchase contract or in a separate agency confirmation form (e.g., C.A.R. Standard Form AC).

Failure to disclose “Dual Agency” may result in rescission of contract [even after Close of Escrow] and damages.