



Phone: 561-469-2759

Text: 561-602-2323

Email: chadhanna@reachestateproperties.com

Website: <https://www.reachestateteam.com/>

Training Guide: How to Complete the Buyer-Broker Representation Agreement

(2025–2026 Standards)

Form Covered: Buyer-Broker Representation Agreement (FAR Form, Version 05.29.2024)

Purpose: To authorize a broker to exclusively represent a buyer in purchasing real property and establish compensation terms.

Step-by-Step Instructions:

1. Property Type & Geographic Area

- Check applicable boxes: Residential, Commercial, Land, or Other.
- Specify geographic area of intended purchase.
- *Form Location:* Section 1, Line 1

2. Term of Agreement

- Enter start date (date of last signature) and end date (include time: 11:59 p.m.).
- *Form Location:* Section 2, Line 2

3. Agency Disclosure

- Reference a separate agency disclosure form clarifying brokerage relationship.
- *Form Location:* Section 3

4. Broker Duties

- Broker must assist with locating properties, conducting tours, negotiating offers, and managing transactions.
- *Form Location:* Section 4

5. Buyer Obligations and Experience

- Buyer affirms if they have any other active buyer-broker agreements.
- *Form Location:* Section 5

REAL ESTATE AGENTS OF THE REACH ESTATE TEAM ARE SUPPORTED BY REACH ESTATE WWW.BUSINESSSERVICEPARTNERSHIP.COM WITH LIVE ADVISORS TO OUR TEAM AGENTS UNDER THE MANAGEMENT OF CHAD HANNA, TEAM LEAD, ENSURING A SMOOTH TRANSACTION. ALL INFORMATION IS FOR EDUCATION PURPOSES ONLY.



Phone: 561-469-2759

Text: 561-602-2323

Email: chadhanna@reachestateproperties.com

Website: <https://www.reachestateteam.com/>

6. Broker Fee (Compensation)

- Choose one:
 - A percentage of the gross purchase price.
 - A flat fee amount.
- Include number of days protection after expiration (optional).
- *Form Location:* Section 6

7. Compensation from Seller (if applicable)

- - (a) Credit to Buyer: Negotiated in offer for seller to credit buyer toward buyer broker fee.
- - (b) Direct Payment: Seller pays broker at closing through separate agreement.
- *Form Location:* Page 2, Bottom Section

8. Additional Terms (Optional)

- Enter any special conditions agreed upon.
- *Form Location:* Section 7

9. Signatures

- Buyer(s) and Broker sign and date agreement.
- Include contact information for all parties.
- *Form Location:* Page 2, Signature Block

Best Practices: - Always execute a signed BBA before showing homes or writing offers. - Avoid using 0% in compensation field; buyer could owe full payment out of pocket. - Use Addendum GG or FF as needed when submitting offers to coordinate compensation.

Compliance Tip: Buyer-broker compensation is negotiable and must be clearly documented. The agreement must be in place before any substantive real estate services are rendered.

REAL ESTATE AGENTS OF THE REACH ESTATE TEAM ARE SUPPORTED BY REACH ESTATE WWW.BUSINESSSERVICEPARTNERSHIP.COM WITH LIVE ADVISORS TO OUR TEAM AGENTS UNDER THE MANAGEMENT OF CHAD HANNA, TEAM LEAD, ENSURING A SMOOTH TRANSACTION. ALL INFORMATION IS FOR EDUCATION PURPOSES ONLY.