

FAST ACTION CHECKLIST

✓ *Printable checklist inside!*

core 5

CONTRACT TERMS



CORE CONTRACT TERMS



How To Use This Checklist

Buyer Broker Agreements (sometimes called Buyer Agency Agreements or Buyer Representation Contracts) are now required in most places before you can even step foot in a listed property, even virtually, but here's the deal. Most of the fine print in these agreements is designed to protect the broker, not you.

Five clauses matter most for protecting you as the buyer. This checklist highlights these 5 clauses and what they cover, along with potential red flags.

🚀 For a deeper understanding of these 5 clauses, pick up the **Core 5 Mini Workbook** in the Learning Center or enroll in **Agency Agreement Decoder™**, where I really dig in on Buyer Broker Agreements, walk through sample agreements (including Touring Agreements) and explain how to negotiate these agreements for different uses.

Rooting for you!



www.HomeBuyerSuccessSeries.com

Core 5:



**Print this page and keep it handy
when reviewing your agreement**

1. Geographic Scope

- ✓ Does the term match the neighborhoods/areas where I want to buy?
- ✗ Red Flag: Agreement says “entire county” or broader than needed.
- 📝 Notes: _____

2. Duration (Term of Agreement)

- ✓ Is the length reasonable for my buying timeline (e.g. 30–60 days)?
- ✗ Red Flags: Automatic renewal clauses, open-ended, unreasonably long
- 📝 Notes: _____

3. Agency Relationship

- ✓ Confirm exclusive representation – the agent works for you, not the seller.
- ✗ Red Flag: Language permitting dual agency or other conflicts.
- 📝 Notes: _____

4. Compensation

- ✓ Is the commission obligation clearly stated in an amount you support?
- ✗ Red Flag: Buyer pays or agent works for whatever sell will pay.
- 📝 Notes: _____

5. Cancellation Instructions

- ✓ Is there a clear process to terminate the agreement early if needed?
- ✗ Red Flag: Missing cancellation instructions or one-sided in favor of broker.
- 📝 Notes: _____

⚡ **Pro Tip:** Agents may downplay these clauses – but they’re the ones that protect **you**. Everything else is fluff designed to protect the broker. Ask your agent to explain why all other clauses should stay in the agreement.

★ Want the full walk-through of every clause (and how to negotiate them)?

Enroll in **Agency Agreement Decoder™**:

📌 State law in your area may impact any of these terms. Ask your agent to explain.

Take the Core 5 Further: The Mini Workbook

You've got the **Core 5 Fast Action Checklist** — a smart first step to protecting yourself before signing a Buyer Broker Agreement.

But here's the problem: a checklist can only tell you ***what*** to look for. When you're staring at the actual contract, you also need the ***how***.

That's where the Core 5 Mini Workbook comes in.

Inside the Workbook You'll Get:

-  Red-Flag Alerts → Spot the traps most buyers miss
-  Fill-in Fields → Record exactly what your agreement says
-  Negotiation Prompts → Questions to ask your agent
-  Bonus Clauses → 3 extra traps beyond the Core 5

Why Upgrade?

You may only have one shot at reviewing this agreement before you're locked in. Spending \$19 now can save you from costly mistakes later.

 **Grab the Core 5 Mini Workbook here:**

realtalklearning.com/core-5-mini

BUYER REPRESENTATION AGREEMENT CORE TERMS

Recap Core Terms:

	Geographic Area Covered
	Duration Of Agreement
	Duties Owed By Your Agent
	Compensation
	Cancellation Of Agreement
	Other**

*Other terms includes anything required by state law + terms you want to add, which might include something like:

No member of agent's team will represent competing buyers on any property I submit an offer on

- Agent shall focus efforts on single family homes in [xx] neighborhood

WHAT TO DO WITH THIS CHECKLIST

This fast action checklist is designed to share the core terms of a buyer representation agreement that protect buyers. Locate these terms in any representation agreement you are being asked to sign, and then ask the agent to explain what everything else in the offered agreement means. Beware of any agent who is unable to explain.

These core terms and the optionally suggested terms are covered in-depth in **Agency Agreement Decoder™**, where I explain Buyer Broker Agreements in more detail and walk students through sample agreements.

If you need help reviewing a contract provided by an agent, **book a call with Tracy.**

MEET YOUR TEACHER



Tracy Thrower Conyers

Tracy is a real estate broker, consumer advocate and online educator obsessed with helping homebuyers make smarter, more advantageous real estate choices. She shares an insider's perspective on how transactions really work – and where buyers can leverage the process to protect themselves and come out ahead.



additional **RESOURCES**

GIFT BUYER AGENT GAME PLAN TO A FRIEND

I offer gifting options for my learning resources. Help me help more consumers make more advantageous home buying & home selling decisions. **More at this link.**

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Like my products? Consider selling them to earn commissions. **More at this link.**

TRACY'S LATEST BOOK

Have you read The Secret Handshake? In this book, I explain agent motivations and how to put them to work to your advantage. **More at this link.**

MORE RECOMMENDED READING

Have you read my report titled 8 Tips For Loving Your Next Neighborhood? Leverage my 13+ years of representing home buyers to consider important questions about your next neighborhood before you commit. **More at this link.**