

Dear Broker,

As a Limited Services listing, the Seller has hired Savvy Lane to enter the property data as supplied by Seller into the MLS.

Along with forwarding inquiries, this begins and ends our fiduciary relationship with the Seller. The Seller is effectively a FSBO - For Sale By Owner.

As such,

Savvy Lane is:

- **NOT to be named as Listing Broker, or**
- **To appear on any supporting documentation, whatsoever.**

Inasmuch as this is the case, Savvy Lane Agent or Broker signatures are unnecessary. Were Savvy Lane to sign as List Agent it would create an illegal document and a risk of liability for Savvy Lane, as well for the Escrow and for Buyer's Broker.

If already prepared, please amend the RPA:

- **Eliminating Savvy Lane as List Broker.**

We suggest instead that the Buyer's Agent write in any and all fields asking for Listing Broker: **"NONE - Seller is Self-Representing"** This will alert Escrow not to name Savvy on transaction documents and save you and escrow time on corrections and all of us needless risk.

Savvy Lane asks that you **NOT** use an addendum to correct this error. Instead, correct the first and last pages and sign by all parties

Submitting Transaction File

Savvy Lane **requires** that the full transaction and closing package be submitted to us for compliance, record keeping, audits and for timely status updating the MLS.

To submit your Documents, email them to: team@savvylane.com

Please, always put the property address **first** in the subject line.

Thank you so very much! at your service,

CA #01993358
P - [800-915-9174](tel:800-915-9174)
Susan L Wylie,
Managing Broker
CA #01264074
C - [310.487.5758](tel:310.487.5758)



REQUIRED INSTRUCTIONS FOR SUBMITTING OFFERS

In order to stay compliant with MLS rules and State regulations, Savvy Lane must be updated on all documents related to our listings and their status. To do this, we require the following steps to ensure we remain compliant.

1. HOW TO SUBMIT OFFERS ON A SAVVY LANE LISTING:

While we appreciate that likely negotiations and conversations directly with the seller have taken place, Savvy Lane **REQUIRES** that **ALL** offers and/or addenda are submitted via our web portal. Here is the website to upload your offers and addenda: <http://www.savvylane.com/secure/offers>

2. MUTUAL CONTRACT ON A SAVVY LANE LISTING:

It is **REQUIRED** that a copy of the mutual contract is immediately emailed to team@savvylane.com, and uploaded to the portal at <http://www.savvylane.com/secure/offers> as soon as the contract is fully mutual. Additionally, we require copies of the Earnest Money Receipt and final Settlement Statement when those documents are available.

3. TITLE AND ESCROW ON A SAVVY LANE LISTING:

For consistency and convenience, preliminary title and escrow has been opened on this Savvy Lane listing. Please be certain your contract reflects the following provider on your offers **and** mutual contract. If you have any questions, please reach out to the contacts below. This is not a required step but allows Savvy Lane and our customers to stay on top of the transaction and stay compliant.

Contact Savvy Lane Transaction Coordinator with any questions:

Jo Bronte: tc@savvylane.com (206) 279-2198

***BOTH title and escrow will be issued and closed by Endpoint.**



www.getendpoint.com

Title and Escrow Team Email – closing.ca@endpointclosing.com

Title and Escrow Team Phone – [\(657\) 334-6700](tel:6573346700)

Business Dev. Manager – John Kirkpatrick – (206) 713-4612 – johnk@endpointclosing.com

****See listing supplements for additional information/benefits related to Endpoint****