

Date received

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Broker Cooperative – Referral Registration Form – 3%



**Dockers & Associates
Auction and Real Estate**

Property Address: _____

Auction Date and time: _____

Auction Location: _____

Real estate brokerage name: _____

Agent name: _____

Agent License number: _____

Agent email: _____

Agent mobile: _____ Agent office phone: _____

Agency Disclosure: ☐ Agent of the buyer ☐ Designated Buyer Agent ☐ Transaction Broker

Client name: _____

Client signature: _____

1. Form Submission: This form must be fully completed and returned to Dockers & Associates Auction at Knowlton Group Real Estate ("Knowlton Group") before the prospect uses a Knowlton Group licensee for showings or registers to bid at the auction. The form must be submitted no later than 5:00 p.m. (CST) the day before the auction. Oral broker/salesperson registrations will not be accepted.
2. Broker/Salesperson Responsibilities: The approved broker/salesperson must:
 - a. Facilitate any showings or inspections of the property to the prospect.
 - b. Attend the auction with the prospect.
 - c. Identify the prospect at onsite registration as the broker's prospect.
 - d. If the prospect is the successful bidder, assist during contracting and ensure the broker/salesperson is correctly written into the contract.
3. Registration Process: Brokers/salespersons must register and sign the terms and conditions to receive a bidder number. A prospect may register with only one broker/salesperson. If multiple registrations are received for the same prospect, the earliest completed form will be honored.
4. License Status: Commission will not be paid to any broker/salesperson whose license is inactive, suspended, revoked, or terminated by the Kansas Real Estate Commission.
5. Commission Payment: The commission (3% of the top bid price) will be included on the HUD settlement statement and paid at closing.
6. Listing Agent: Knowlton Group will be the selling agent listed in MLS unless otherwise requested.
7. Code of Ethics: The broker/salesperson agrees to abide by the National Association of REALTORS® Code of Ethics.
8. Non-Solicitation: The broker/salesperson agrees not to solicit or interfere with existing Knowlton Group customer/client relationships while attending the auction. This includes the promotion of alternative properties.
9. Form Confirmation: The broker/salesperson is responsible for confirming receipt and approval of this form by Knowlton Group.
10. Self-Registration: If a broker/salesperson registers themselves as a bidder, they will be recognized; however, the commission amount cannot be reduced from the selling price.
11. Extenuating Circumstances: If the above conditions have not been met, please have your broker present any extenuating circumstances to Knowlton Group for further consideration.

Buyer Agent Signature: _____ Date: _____

Return form to tammy@knowltongroupks.com or sdockers@knowltongroupks.com by 5pm the day prior to auction closing day. By signing this form you understand and agree that no commission will be shared if guidelines set forth are not correctly followed.