

REALTOR REGISTRATION FORM

Broker Agent: _____

Real Estate Office: _____

SSH Sales Agent: _____

Date: _____

Buyer: _____

Co-Buyer: _____

Cell #: _____

Cell #: _____

Email Address: _____

Email Address: _____

Stepping Stone Homes welcomes your cooperation in the sale of our homes. The following guidelines are to protect your commission and must be followed in order to receive commission. This applies to our listed Ready Homes and To-Be-Built.

- 1. REGISTRATION:** Realtor must completely fill out the Buyer information above and introduce the Buyer to a Stepping Stone Homes Sales Agent in person or through electronic introduction such as email, phone call, or text. Our intent is not to contact your Buyers, but rather to establish the relationship.
- 2. FIRST INTRODUCTION:** Your introduction of a prospect to our Stepping Stone Homes Sales Agent must be the prospects "first introduction" to Stepping Stone Homes. The Buyer cannot have visited our office, any SSH Open Houses, or have had any electronic or phone contact with a Sales Agent within the past 90 days. Contact between a SSH Sales Agent and the customer within 90 days prior to the registration, voids any coop sales agreement between Stepping Stone Homes and the Realtor.
- 3. AGENCY:** Stepping Stone Homes will not honor agency if the Buyers have been previously registered with SSH unless that registration is over **90 days** with no SSH contact.
- 4. COMMISSION:** Should the Realtor sell a home from Stepping Stone Homes, the Broker shall be due a commission provided the sale takes place within 60 days of registration. Stepping Stone Homes will pay commission calculated on the initial WB-11 accepted offer price or initial purchase agreement (commissions will not be paid on any subsequent change orders). A 2% commission will be paid for all **Move In Ready** which will be noted in the MLS and **To-Be-Built** inventory. If a registered Buyer returns to the property with another Realtor and should that Realtor submit an acceptable purchase agreement to Stepping Stone Homes, SSH is not liable for a commission to the original Broker. No split fees will be paid.
- 5.** Realtor will be protected for sixty (60) days from initial registration. After sixty (60) days, the Buyer's Agency relationship must be re-established in writing.
- 6.** Realtor must be a licensed Real Estate agent and/or Broker in the State of Wisconsin and is registered with their local Realtor's Association.
- 7.** Payment of Commission will occur at the time possession of the property is given to the buyer.

I/We have read the Program Form guidelines carefully before signing and understand its terms.

Realtor Date

Stepping Stone Homes Sales Agent Date

Stepping Stone Homes Sales Manager Date

Call **262-307-9115** or email **sales@steppingstonehomes.net** SteppingStoneHomes.net



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Premier Home Builder