

THE **RE/MAX** EXPERIENCE

FOR OWNER-SELLERS



**WE TAKE CARE
OF YOU**

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In order to provide you with the best service, the most beneficial advice and all the advantages that are available to you through me and my network, I will make sure:

At all times:

- To clearly identify your needs and understand your expectations;
- To reassure you with the progress of the transaction, to ensure a high availability and to support you throughout the selling process;
- To promote and represent your interests, protect your rights and all confidential information;
- To make sure that the required transactions will be carried out in accordance with the Real Estate Brokerage Act and the other applicable laws;
- To inform you about all the protections and benefits provided by the Real Estate Brokerage Act which derives from training of brokers, professional ethics and professional inspection to which we are subject;
- To inform you of all the protections and benefits provided by the professional liability insurance, the compensation fund and all the supervision and support from the OACIQ, my agency and network ;
- To describe the advantages and interest of collaborative efforts between brokers;
- To put at your disposal, my network of professionals and specialists who will facilitate the sale of your property.

At the time of signing the brokerage contract:

- To read all the documentation relating to the property; deed of sale, mortgage fees, property registry, building charges, certificate of location, declaration of co-ownership, building regulations, description of the unit and contingency fund in order to prepare a summary description of the property;
- To obtain and review such information and documents such as: tax bill, zoning, usage, etc.;
- To describe the ownership history on the Centris broker collaboration system (the SIA/MLS service);
- To consider your legal situation and its impact on your ability to sell: family residence, matrimonial regime, succession, corporation, identity, etc.;

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- To maximize the visibility and attractiveness of your property by advising you to register it with the Centris online service (the SIA/MLS service) and on the remax-quebec.com site and thereby make it visible to both realtors and the general public;
- To draw your attention to the presence of penalties or other contractual consequences that would result from early repayment of your existing mortgage loan;
- To offer you a solution regarding the potential risks that may arise during a real estate transaction and to provide you with free legal advice through the Tranquilli-T program;
- To introduce you to the benefits of the Integri-T program in order to increase the attractiveness of your property and to benefit from protection in the event of hidden defects;
- To inform you about the management of visits and about collaborating brokers' access to your property;
- To inform you about the management of communications and follow-ups.

At the time of determining the market value of your property:

- To provide you with a comparative study of all the latest properties sold in your area so that we can establish a realistic and efficient pricing of your property;
- To provide you with an analysis of market trends, including: average prices, selling timeframes, differences between listing prices and actual prices sold, etc.;
- To consider the various factors that may impact the value of your property: location, zoning, year of construction and renovations, materials, amenities, outbuildings, etc.;
- To consider the contributory value of the various factors that can influence the value of your property: garage, swimming pool, fireplace, type of heating, etc.;
- To identify the foreseeable improvements, fees and other expenses to be considered in assessing the net proceeds of the sale;
- To inform you of the various tax programs to which you may be entitled and to refer you to the consultants who will assist you to benefit from them and, in particular:
 - o the deduction for moving expenses allowing you to deduct from your taxes the usual expenses incurred by a move less than 40 kilometres from the location of a new job.

At the time of preparing the listing sheet and the seller's declaration:

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- To use a professional promotional text that will highlight the distinctive features of your property and your sector;
- To favourably describe transportation facilities, local resources, schools, parks, commercial establishments, services, etc.;
- To identify the favourable features and favourably describe the socio-economic profile of the sector;
- To offer other real estate brokers a shared retribution that encourages their collaboration and thereby attracts the greatest number of potential buyers;
- To advise you on the choice of inclusions, to clearly define your obligations that will be attached to them, and to identify what is included in the default inclusions;
- To assist you in establishing the particularities or unfavourable factors to be declared with respect to your property, in preparing the seller's declaration and in assembling the required information and documents;
- To consider the environmental characteristics, constraints and history of the property and its sector.

At the time of putting the property on the market:

- To publish professional quality photos;
- To use the services of a professional photographer;
- To make a promotional video of the property;
- To maximize the visit experience with potential buyers and, if necessary, to offer you the consulting services of a home staging specialist or to make appropriate improvements, repairs or renovations suggestions;
- To propose and carry out a series of promotional actions and activities (open houses, mailings to clients and referrals, in the immediate neighbourhood, organizing a broker caravan, etc.);
- In addition to posting your property on the Centris and remax-quebec.com sites:
 - o To post your property and share it on social networks;
 - o To provide you with the marketing benefits of the RE/MAX Collection (if applicable).

At the time of gathering the information:

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- To provide complete information objectively and to act in a fair and equitable manner towards all interested parties;
- To verify the seriousness of the approach of all potential buyers and their ability to follow through on any promise to purchase;
- To offer availability to potential buyers.

At the time of buyers' visits:

- To offer a presence during the visit and to be available to answer any questions;
- To request a report of each visit and share it with you.

Upon receipt, presentation and negotiation of any offer to purchase:

- To become aware of buyers' legal situation and its impact on their legal capacity to buy: matrimonial regime, corporation, identity check, etc.;
- To take into account your requirements with regard to the desired selling price and the main conditions, including the date of taking possession;
- To explain, in simple terms, the conditions for meeting the requirements and the deadlines proposed by the buyer, as contained in the promise to purchase and its annexes. In the case of multiple offers, to clearly identify not only the offer with the best price, but also the one that best meets the desired conditions;
- To use deadlines that will respect your restrictions and priorities, in addition to managing them;
- To prepare counter-offers as well as required contractual clauses and other possible responses;
- To ensure a close follow-up to obtain prompt lifting of all the conditions contained in the promise to purchase, and in particular those relating to the ability to pay the agreed amount, obtaining financing from the buyer and inspection of the property;
- To coordinate the timing of the sale and vacating of your property with the purchase and taking possession of another property to be acquired.

At the time of the inspection of the property:

- To be present and available to answer any questions;

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- To read the inspection report that will be submitted to you and to make recommendations and, if necessary, obtain additional expert advice.

At the time of signing at the notary's office:

- To be present and available, to read the documentation and make recommendations, if necessary, or to answer any questions;
 - To ensure my availability after having read the documentation and to make recommendations, if necessary;
 - To check the date of vacating the property and the date of possession;
 - To check your satisfaction with my services.
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