

How to enter BRBC [Buyer Representation and Broker Compensation Agreement] and related documents in Command.

Residential

New Home Sale

Commercial S

Vacant Land S

Residential Sale

Consultation

Under Contract

Closed

1. Create a Buyer Opportunity [Buyer needs to already be a Contact].
2. Name the Opportunity as the Buyer Name.
3. Choose the “Residential” Checklist and choose the “Consultation” event.
4. Using the last 5 document slots, submit the ratified AD, BIA, BRBC and BTA. ABCD would be submitted later.
5. SUBMIT TO MC for Broker Review.

Consultation

0 of 6 documents uploaded

Attach Files From:

My Computer (Manual)

Add comment Sign Documents

Not uploaded

Conditional



AD Agency Disclosure - Buyer & BA

Disclosure

Drop your file here. Browse

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Conditional



BIA Buyer Investigation Advisory

Agreement

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BRBC – Buyer Representation and Broker Compensation Agreement

Agreement

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ABCD – Anticipated Broker Compensation Disclosure – Recommended for KW Buyer.

Disclosure

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BTA – Buyer Transactional Advisory

Disclosure

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Once Buyer is in contract, change the name of the Opportunity to “Property Address – Buyer – Buyer name.” Enter contract information and Property details, accept Offer & submit documents in the “Under Contract” event. Remember to click SUBMIT TO MC when finished.