

Buyer Clauses

Schedule 'A' is used to clearly document the services, commitments, and special terms that apply to the client relationship.

For both seller and buyer representation, it helps ensure everyone understands what services will be provided, how communication and support will be handled, and any additional agreements that have been promised. This may include marketing, showing coordination, offer preparation, transaction support, post-sale service, commission arrangements, or other specific deliverables.

For teams, Schedule 'A' can also help clarify how service will be delivered. Identify the designated representative where applicable and explain when other team members may assist with administrative, marketing, showing, or transaction support.

Transparency protects the client, the agent, and the brokerage. Put important promises and compensation-related agreements in writing so there is no confusion about what is being provided, by whom, and under what terms.

Buyer Services Clause

What should be included in Schedule 'A' of the Buyer Representation Agreement

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Why It Matters

- ✓ TRESA requires clear written disclosure of promised services and agreements
- ✓ Buyer expectations should be documented up front
- ✓ Commission or fee agreements should also be disclosed clearly

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What to Include in Schedule 'A'

- ✓ Buyer services to be provided
- ✓ Search, showing, offer, and communication commitments
- ✓ Any special promises or deliverables
- ✓ Commission, fee, or adjustment agreements

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Team Service Disclosure

- ✓ Identify the designated agent
- ✓ Clarify when other team members may assist
- ✓ Describe how buyer services and communication will be delivered
- ✓ Keep responsibilities clear and transparent

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Examples of Buyer Services

- ✓ Property search and showing coordination
- ✓ Market analysis and offer preparation
- ✓ Negotiation support and paperwork coordination
- ✓ Transaction coordination through closing

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Admin Takeaway: Put promised services in writing so the buyer understands what will be provided, by whom, and how.

CLEAR DISCLOSURE CREATES A  BETTER BUYER EXPERIENCE.

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