

Mr. & Mrs. Smith  
1 Any St  
Any Town  
Any County  
SK14 1AA

Date: 01/01/2012

**Property:** 1 Any St, Any Town, Any County, SK14 1AA

Dear Mr. & Mrs. Smith

**Terms of Agency**

Further to your verbal instruction requesting us to act as your Selling Agents, we detail below the full terms and conditions of our Agency as required under Section 18 of the Estate Agents Act 1979.

1. Our Agency fee for negotiating the sale of the above property is 0.75% plus vat of the contract sale price, with a minimum fee of £1,000.00 plus vat. The fee is directly payable to Ur-Place.com on completion of the above property sale. This should be dealt with immediately by your chosen solicitor/conveyancer.
2. Should you choose to withdraw the property from the market at any time, there will be no withdrawal fee whatsoever.
3. You will be liable to pay remuneration to Ur-Place.com, in addition to any costs or charges agreed, if at any time unconditional contracts of the sale of the property are exchanged with a purchaser introduced by us during the period of this contract or with whom we had negotiations about the property during that period.
4. The costs of signboard, brochures and photographs, along with internet and any newspaper advertising (where applicable) will be included within our fee.
5. We undertake to keep you informed of all offers to buy your property, unless you ask (in writing) to exclude certain types of offer, for example, those below a certain price.
6. The giving of fourteen days written notice may end this contract.
7. Your acceptance of the terms and conditions constitutes your irrevocable authority to your solicitor to make payments of our fee directly to Ur-Place.com out of the sale proceeds of the property and payment by any other means must be agreed by Ur-Place.com in writing prior to completion.
8. We may provide prospective purchasers with an independent mortgage service, together with life, pension and general insurance products where appropriate. There will be no cost to yourself and we individually or together with our independent advisors may earn commission from mortgage lenders and insurance companies or third parties offering appropriate financial services. We may also act in the sale of your purchaser's property for which a fee may be raised, or commission earned, from your purchaser.
9. Ur-Place.com supports and acknowledges the Estate Agents Act 1979 and subsequent regulations implemented in July 1991.

**I/We have read the above agreement and agree to Ur-Place.com acting as my/our agent in offering the above property for sale on the open market. I/We confirm that I/We own the property and am/are legally competent to authorise a sale.**

Vendor's signature\_\_\_\_\_

Vendor's signature\_\_\_\_\_

Print name\_\_\_\_\_

Print name\_\_\_\_\_

Date\_\_\_\_\_

Date\_\_\_\_\_

Signed on behalf of Ur-Place.com\_\_\_\_\_

Print name\_\_\_\_\_

Date\_\_\_\_\_