

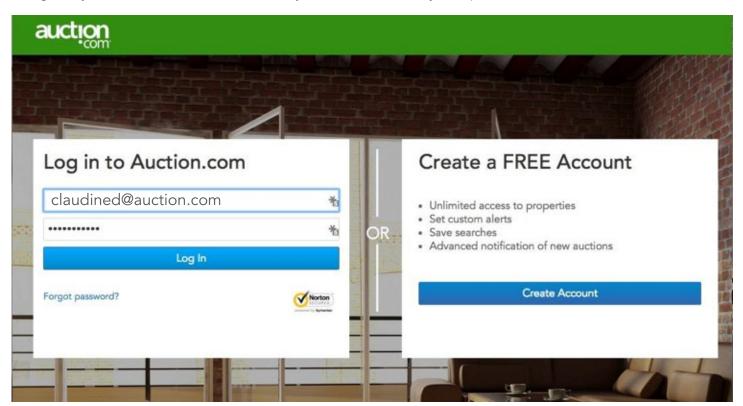
# BROKER/AGENT STEP-BY-STEP GUIDE TO EARNING A COMMISSION WITH AUCTION.COM

Auction.com has thousands of properties every day that offer a broker/agent commission of up to 3%. To earn these commissions by representing buyers, broker/agents must:

- Once you register for an auction as a Broker/Agent and list your client's name and email, Buyer will receive
  a confirmation email
- Confirm that your client lists you as their Broker/Agent
- Ensure that your client is purchasing a property identified as "Broker Co-op". The commission amount will be displayed in the property details page
- We have now streamlined our process for Broker/Agent self representation. If you are registering to bid on a property that offers a Broker Co-op Commission, you can now simply check a box to register yourself as your own agent.

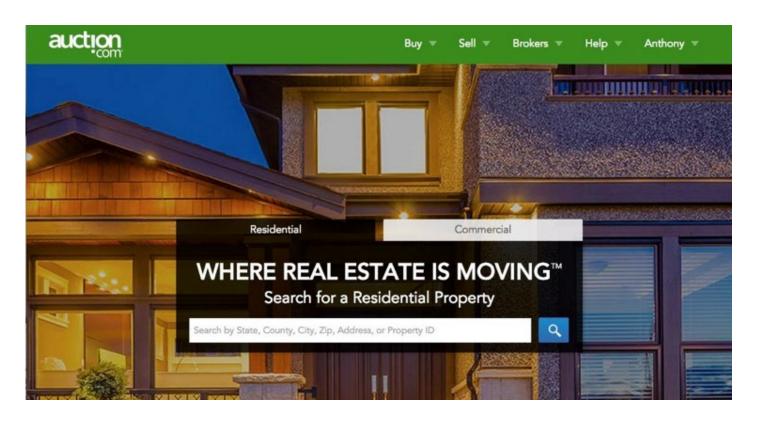
We offer multiple ways (both online and offline) to associate agents with their buyers.

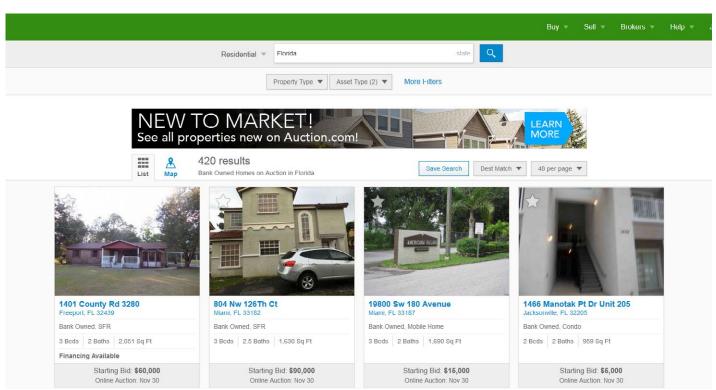
• Log in to your Auction.com account or create your free account today at https://www.auction.com/user/create-account





• To locate a home your client may be interested in purchasing, begin at the Auction.com Home Page. Search by State, County, City, Zip, Address, or Property ID.

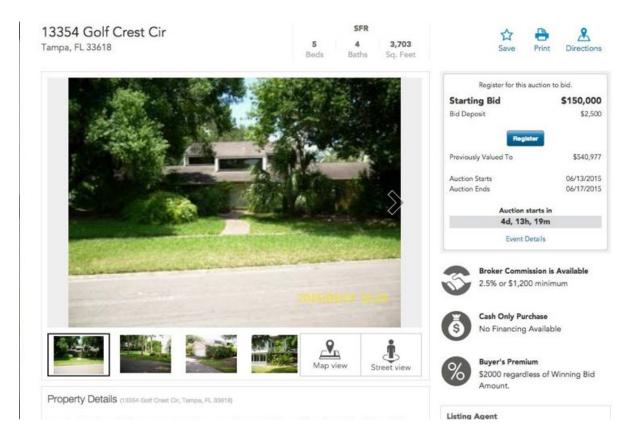




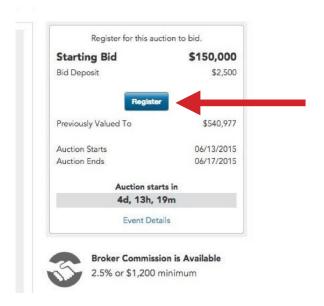
• You will land on our Search Results Page (seen below)



- Once a suitable property is found, simply click on the property to display the Property Detail Page.
- Auction.com's Property Details Page provides photographs, transaction details and various property documents to help buyers get started conducting the necessary due diligence prior to submitting an offer



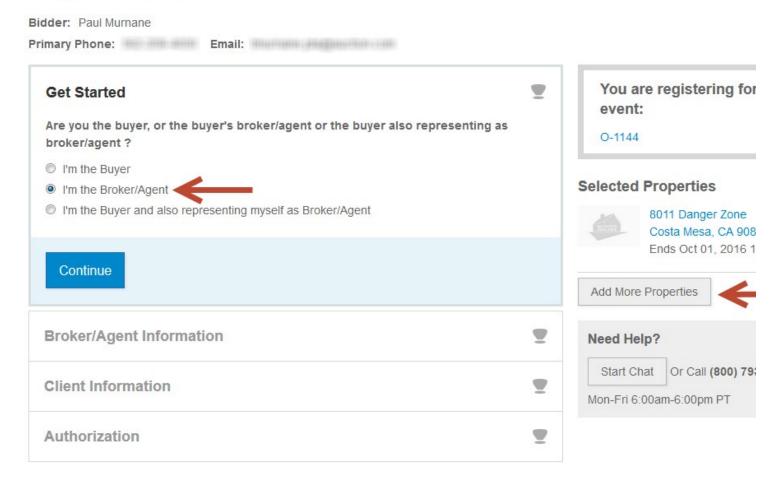
• Register your client by clicking the blue button labeled "Register"





• Select the option "I'm the Broker/Agent." If you are the buyer and representing yourself, select "I'm the Buyer and also representing myself as Broker/Agent"

# Register to Bid





Authorization

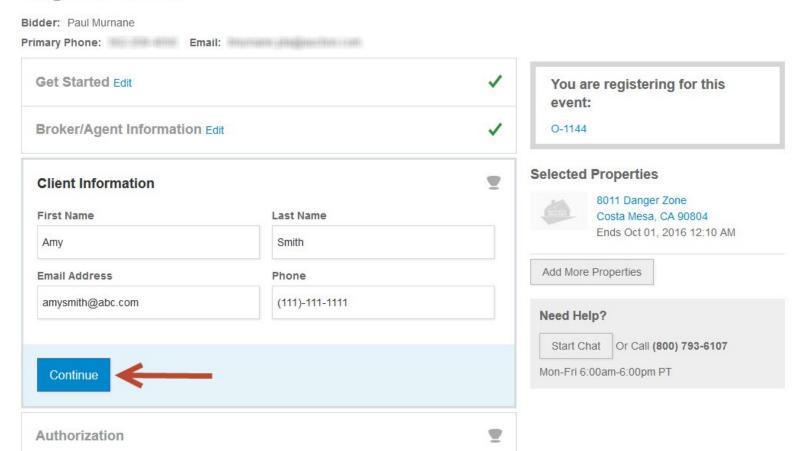
• Step 2. Broker/Agent Information: Enter your complete brokerage information

## Register to Bid Bidder: Paul Murnane Primary Phone: 562 219 4070 Email: **Get Started Edit** You are registering for this event: 0-1144 **Broker/Agent Information** 9 First Name **Last Name** Selected Properties Adam Smith 8011 Danger Zone Costa Mesa, CA 90804 Ends Oct 01, 2016 12:10 AM Address City 123 Main Street Irvine Add More Properties State Zip **Need Help?** California 92618 Start Chat Or Call (800) 793-6107 **Email Address** Mon-Fri 6:00am-6:00pm PT adamsmith@abc.com Phone (562) 209-4050 **Brokerage Name** ABC Brokerage License State **Broker License Number** California BL12345 License State Agent License Number AL12345 California Continue **Client Information**



• Step 3. Enter your Client's full name and contact information

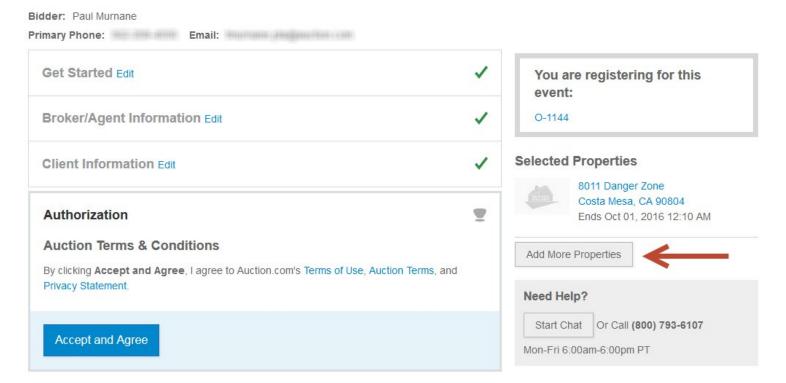
# Register to Bid





• If you would like to register your client for additional properties, click the Add More Properties button to the right. When you are ready to complete the registration, click Accept and Agree

# Register to Bid





• Below is the registration confirmation page.

# Thank You

Congratulations - your broker/agent registration is complete.

To receive your commission, your client must identify you as their agent when they register.

**Event Details** 

0-1144

## What's Next

## 1 Be Prepared

- · Prior to the auction, inspect the property with your client.
- . Obtain the lister's contact information for a private viewing or view the open house schedule located on the property page.

## Winning Bid

If your client is the winning bidder, you will be required to provide

- · Signed purchase document with your client within 24 hours.
- . An additional W-9 Form for the escrow/closing agent. Download a W-9 Form.

Back to the Event



• Please look for your Registration Confirmation email, which is below



Hi Stephen Escobedo,

Thank you for registering for our broker cooperation program! Your event and property details are below. Please keep this confirmation for your records.

#### Your Information:

Name: Stephen Escobedo Brokerage: HHH TRIPLE

License(s): 2131231231SSA, 327897289432

## You are registered as a broker for:

When: Dec 11, 2015 - Oct 1, 2016

Property: 8002 Danger Zone QQ, Costa Mesa, CA 90804

## Your Client's Information: Name: Stephen Escobedo

## Don't Forget:

- Cooperating broker commissions are based on the winning bid amount.
- To receive your commission, your client must be the winning bidder and identify you as their broker/agent.
- If your client is the winning bidder, you will be required to provide an additional W-9 Form for the escrow/closing agent. Download a W-9 Form.

#### Questions?

Call Customer Support (800) 793-6107, email us at customerservice@auction.com, or check out our FAQs and How To Guides.

Good luck!



Please Note: your Broker/Agent registration will trigger the following email to your client to remind them to register
for the event. Your client must register to bid and identify you as their broker/agent. Once that is complete and if
your buyer is declared a winning bidder, and if a Broker Co-op is offered on the property, then you will be eligible
to earn a commission.



Wed 12/2/2015 2:21 PM

info

Your Broker's Registration Confirmation

To sescobedo@redcmail.com



Login

Hi Stephen Escobedo,

We wanted to let you know that your broker has registered for the below asset(s) and event(s) and indicated that you are their client. Please keep this confirmation for your records.

#### Your Broker's Information:

Name: Stephen Escobedo Brokerage: HHH TRIPLE

License(s): 2131231231SSA, 327897289432

#### Events and Assets:

When: Dec 11, 2015 - Oct 1, 2016

Property: 8002 Danger Zone QQ, Costa Mesa, CA 90804

### Don't Forget:

- If you haven't already, please register for the above assets and events as you'll need to be registered to place a bid on auction day.
- For your broker to receive their commission, you must be the winning bidder on a property and identify them as your broker/agent.
- Cooperating broker commissions are based on the winning bid amount.

#### Questions?

Call Customer Support (800) 793-6107, email us at customerservice@auction.com, or check out our FAQs and How To Guides.

#### Good luck!

• If you experience any issues with process or have further questions, please call to our stellar Customer Service team at 800-793-6107 for live assistance, Monday-Friday 6am to 6pm PT and Saturday 6am to 3pm PT at 800-793-6107.