



# BROKER REGISTRATION & COOPERATIVE/REFERRAL FORM

Property Address: \_\_\_\_\_

Auction Date & Time: \_\_\_\_\_

**Pursuant to K.S.A. § 58-3076, a licensee or anyone on behalf of any such licensee or firm, whether licensed in this state or in another state shall not solicit a referral fee without reasonable cause. Reasonable cause shall not exist unless one of the following conditions exists: (1) An actual introduction of business has been made; (2) a contractual referral fee relationship exists; or (3) a contractual cooperative brokerage relationship exists.**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Broker/Salesperson: \_\_\_\_\_

Agency Relationship (please select one): \_\_\_\_\_ Buyer's Agent \_\_\_\_\_ Transaction Broker  
\_\_\_\_\_ Designated Buyer's Agent

<b>OFFICE USE ONLY</b> Date Received: Time Received: Date Approved:
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Prospect Name: \_\_\_\_\_

### BROKER PARTICIPATION TERMS

1. This form must be fully completed and returned to McCurdy Auction, LLC ("McCurdy") prior to the prospect utilizing a McCurdy licensee for showings or registering to bid at the auction and, in any event, must be submitted no later than 5:00 p.m. (CST) the day prior to the auction. No oral broker/salesperson registration will be accepted.
2. The approved broker/salesperson must: (i) facilitate any showings or inspections of the property to the prospect; (ii) attend the auction with the prospect; (iii) specifically identify the prospect at onsite registration as the broker's prospect; and (iv) in the event that the prospect is the successful bidder at the auction, assist the prospect during contracting and ensure that broker/salesperson is correctly written into the contract.
3. Broker/salesperson must register and sign the terms and conditions to receive a bidder number. A prospect may register with only one broker/salesperson. In the event multiple broker registrations are received for the same prospect, the earliest, completed form received will be honored.
4. Commission will not be paid to any broker/salesperson whose license is inactive or has been suspended, revoked, or terminated by the Kansas Real Estate Commission.
5. The commission (3% of the top bid price) will be included on the HUD settlement statement and paid at closing.
6. McCurdy will be the selling agent listed in MLS unless otherwise requested.
7. Broker/salesperson agrees to abide by the National Association of REALTORS® Code of Ethics.
8. Broker/salesperson agrees not to solicit or interfere with existing McCurdy customer/client relationships while attending the auction, including, but not limited to, promotion of alternative properties.
9. Broker/salesperson is responsible for confirming receipt/approval of this form by McCurdy.
10. Broker/salesperson registering themselves as a bidder will be recognized; however, commission amount cannot be reduced from selling price.
11. If the above conditions have not been met, please have your Broker present any extenuating circumstances to McCurdy for further consideration.

Prospect Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Referring Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return Completed Form To:** McCurdy Auction, LLC, 12041 E. 13th St. N., Wichita, Kansas 67206  
Phone: (316) 683-0612 Fax: (316) 683-8822 Email: [register@mccurdyauction.com](mailto:register@mccurdyauction.com)