

Bidder # \_\_\_\_\_  
(to be assigned by Gateway Gallery Auction)

**BUYER'S BROKER INCENTIVE PROGRAM  
BROKER REGISTRATION FORM**

\_\_\_\_\_  
**Property Address**

\_\_\_\_\_  
**Auction Date**

**Broker Information**

BROKER/AGENT: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

LICENSE NUMBER: \_\_\_\_\_ BROKER NUMBER: \_\_\_\_\_

TAX IDENTIFICATION NUMBER: \_\_\_\_\_

OFFICE PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

MESSAGE CENTER/PAGER: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

**Client (Buyer/Bidder) Information**

CLIENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ OFFICE PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

I would like to hear more about your services.

\_\_\_ Call me at these numbers about opportunities to buy or sell property.

\_\_\_ I am interested in potential investment property.

## **BROKER PARTICIPATION GUIDELINES**

1. A commission/referral will be paid based on the following schedule to any properly licensed real estate broker who submits his or her Broker Registration Form according to the guidelines as outlined below and whose client is the successful purchaser of the property. This client must close on the property and must pay the total contract price for the property.
  - A. One percent (1.0%) commission/referral will be paid on the Final Bid Amount.
  
2. In order to be entitled to any commission/referral, the broker must:
  - A. Register his or her client by filling out the Buyer's Broker Incentive Program form in full, including the signature of the client on the form.
  - B. Submit the Buyer's Broker Incentive Program form via mail to:  
Gateway Gallery Auction, Inc., 643 Kriner Road, Chambersburg, PA 17202  
or via fax to (717) 263-0188 for receipt before the deadline NOON the day before sale day. Broker forms arriving after the deadline will not be honored. Broker Registration forms sent anywhere other than the above address and fax number will not be honored.
  - C. Broker is required to bring a copy of this form, which must have been accepted and acknowledged by Gateway Gallery Auction, with him/her on sale day.
  - D. Attend and register with the client at the auction and encourage bidding.
  - E. Abide by the guidelines outlined herein.
  
3. The broker, by placing his or her signature below, certifies, agrees, and acknowledges that:
  - A. The broker will not claim any exceptions to the procedures outlined in this document unless made in writing and signed by Seller.
  - B. No oral registration will qualify broker for commission/referral.
  - C. The broker's commission/referral will be due at the final closing of the property purchased by the broker's client after all consideration is paid in full.
  - D. Only the first registration of a prospective client will be accepted and honored.
  - E. Abide by the guidelines outlined herein.
  - F. The commission/referral will be payable only at closing and will be disbursed by the escrow agent.
  - G. The broker will hold harmless and indemnify Gateway Gallery Auction, Inc. from any and all claims with regard to such commission/referral.
  - H. The broker will be paid a commission/referral only as set forth under these guidelines and only as pertaining to the specific property being auctioned.
  - I. The broker will not receive a commission/referral without the signature of the client on the Buyer's Broker Incentive Program form.

- J. The broker cannot participate in the Buyer's Broker Incentive Program and receive any commission/referral in conjunction with any other co-brokerage or referral agreement between Gateway Gallery Auction, Inc. and broker.
  - K. The broker will be representing the buyer/bidder (client) listed above as his or her agent.
  - L. The broker is not a subagent of Gateway Gallery Auction, Inc. and represents his or her client (buyer/bidder) as a buyer's broker.
  - M. This form consists of 3 pages and that the broker has received all 3 pages.
4. Opening bids may be used to open the bidding at the auction. Opening bids will be taken in the order received. If the same opening bid amount should be submitted by more than one bidder, the form first received by Gateway Gallery Auction will take precedence.
  5. All opening bids must be submitted in total U.S. dollar amounts.
  6. The broker's client (buyer/bidder), by placing his or her signature below, certifies, agrees and acknowledges that:
    - A. He or she has inspected the premises of the subject property(s).
    - B. Gateway Gallery Auction, Inc. represents the Seller in this transaction.
    - C. Commission/referral shall be paid only to broker representing client (buyer/bidder) as acknowledged in this form.
    - D. He or she shall hold harmless and indemnify Gateway Gallery Auction, Inc. and Seller from any and all representations made by the buyer's broker.
    - E. For further information or questions please call (717) 263-6512 or (800) 315-3265

BUYER/BIDDER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

BROKER/AGENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

RECEIVED & ACKNOWLEDGED BY GATEWAY GALLERY AUCTION STAFF

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 INITIALS                      DATE                      TIME