About This Form:

Occasionally, a licensee is “representing” a consumer (buyer or lessee) that has interest in acquiring a property where another consumer (seller or lessor) is also “represented” by the same licensee. Prior to showing the property, the licensee must obtain written approval from both consumers to change their working relationship from representation to providing specific assistance in a neutral capacity. AS 08.88.610

In Alaska, real estate licensees are required by law to provide this document, prior to providing specific assistance to the parties, in conjunction with the Alaska Real Estate Consumer Disclosure (form 08-4145), outlining the duties of a real estate licensee when acting in a neutral capacity.

Duties of a Neutral Licensee: A neutral licensee is a licensee that provides specific assistance to both consumers in a real estate transaction.

Duties owed by a neutral licensee include:

a. Exercise of reasonable skill and care;
b. Honest and good faith dealing;
c. Timely presentation of all written communications;
d. Disclosing all material information known by a licensee regarding the physical condition of a property;
e. Timely accounting of all money and property received by a licensee;
f. Not intentionally taking actions which are adverse or detrimental to a consumer;
g. Timely disclosure of conflicts of interest to both consumers for whom the licensee is providing specific assistance;
h. Advising a consumer to seek independent expert counsel if a matter is outside the expertise of a licensee;
i. Not disclosing consumer confidential information during or after representation without the written consent of the consumer unless required by law; and
j. Not disclosing the terms or the amount of money a consumer is willing to pay or accept for a property.

Date     Date

Real Estate Licensee     Date     Real Estate Company

If authorized by consumers, the neutral licensee may analyze and provide information on the merits of a property or transaction, discuss price terms and conditions that might be offered or accepted, and suggest compromise solutions to assist them in reaching an agreement.

Additional Authorization:

I hereby authorize the “neutral” licensee to engage in the following conduct in a good faith effort to assist in reaching final agreement in a real estate transaction:

• Analyzing, providing information, and reporting on the merits of the transaction to each consumer;
• Discussing the price, terms, or conditions that each consumer would or should offer or accept; or
• Suggesting compromises in the consumer’s respective bargaining positions.

Date     Date

08-4212 (02/2015)