



Offer Acknowledgment Form & The Sworn Declaration Statement

SO how and when do I use an Offer Acknowledgment Form and the Sworn Declaration Statement?

If Katie, the cooperating Broker is NOT included in the offer presentation and would like VERIFICATION her offer was presented she may complete an Offer Acknowledgement Form that would be submitted to the homeowner for their signature.

In the event that the owner REFUSES, or is unable to sign the Offer Acknowledgement Form then John, the Listing Broker/Agent must provide a Sworn Declaration Statement stating the offer was presented to the owner.

The Declaration Statement should be returned to the Katie, the cooperating Broker along with the Offer Acknowledgement Form.

Either the signed Offer Acknowledgment Form or the Declaration Statement must be returned to the Cooperating Broker with 2 hours after the offer was presented to the seller.

If the Offer Acknowledgement Form is submitted to John, the Listing Broker, after the offer has been presented, John, the listings Broker must return either the signed Offer Acknowledgement Form or the Declaration Statement to the Cooperating Broker within 24 hours.

Rule 406 Access to the OneKey MLS Rules and Regulations may be found on Stratus and Matrix.