

**481—2007.15(543B) Presenting purchase agreements.** All written offers to purchase received by a listing broker or listing agent are promptly presented to the seller for formal acceptance or rejection. The formal acceptance or rejection of the offer is promptly communicated to the prospective buyers. Unless there is written agreement between the seller and the listing broker directing otherwise, the listing broker is obligated to present back-up offers until the transaction has closed.

**2007.15(1)** A client's broker seeking compensation from another broker will obtain authorization and agreement from the cooperating broker prior to closing of the real estate transaction.

**2007.15(2)** Immediately upon receiving an offer to purchase signed and dated by the buyer with consideration, if any, the listing agent provides a copy of the offer to purchase to the buyer as a receipt.

**2007.15(3)** A client's agent or representative cannot negotiate directly or indirectly with a seller or buyer, or landlord or tenant, if the agent knows, or acting in a reasonable manner should have known, that the seller or buyer, or landlord or tenant, has a written unexpired brokerage agreement for services on an exclusive basis.

**2007.15(4)** A listing agent cannot refuse to permit a client's agent or representative to be present at any step in a real estate transaction, including but not limited to viewing a property, seeking information about a property, or negotiating directly or indirectly with an agent about a property listed by such agent, and an agent cannot refuse to show a property listed by that agent or otherwise deal with a represented client who requests that the client's agent or representative be present at any step in the real estate transaction, except as provided in this subrule.

*a.* The client's agent or representative does not have the right to be present at any discussion of confidential matters or evaluation of the offer by the seller and the listing agent.

*b.* Unless the seller provides written instructions to the listing agent to exclude a client's agent or representative from being present when the offer is presented, it is not unlawful for the client's agent or representative to be present.

*c.* Compliance with this rule does not need or obligate a listing broker to split any compensation or to otherwise compensate a client's agent.

[**ARC 7769C**, IAB 4/17/24, effective 5/22/24; **ARC 8102C**, IAB 7/10/24, effective 8/14/24; **ARC 9247C**, IAB 5/14/25, effective 6/18/25; Editorial change: IAC Supplement 6/10/26]