



**Notice to Facilitate the Signing of
the Estate Agency Agreement**

(17 August 2004) The Estate Agents Authority (EAA) has just issued a notice which will help practitioners to persuade property owners seeking to sell or rent their properties to sign the Estate Agency Agreement with the estate agent.

The Estate Agency Agreement is a standard document prescribed under the Estate Agents Ordinance. It stipulates the rights and obligations of the client and the estate agent, and is to be signed by the two parties upon the acceptance of listing by the agent.

Ms Sandy Chan, Chief Executive Officer of the EAA, said, “some property owners listing their properties are still unfamiliar with the uses of the Estate Agency Agreement and therefore reluctant to sign the document. As a means to help licensees in their professional practice, the EAA, having considered the views of the trade associations, has devised a notice asking vendors and landlords to cooperate and sign the Agreement with the agent.”

The estate agency industry is much appreciative of the move, and Mr Lun Chi-yim, speaking on behalf of a number of trade associations, commented: “In the past, property owners refused to sign the Agreement out of lack of understanding of the document’s legal status, or the protection of the vendor/landlord’s rights and privileges that it can provide. The issuance of this notice will back up practitioners when they explain the Agreement to their clients and request them to sign it.”

The notice issued by the EAA is printed in two formats, as a poster and a plastic card. The poster is expected to be displayed in the offices of the estate agents, while the plastic cards may be carried by the agents for them to show to the client when need arises.



Attachment: full text of the notice

To: Vendor / Landlord

Pursuant to the Estate Agents Ordinance, an estate agent acting for a vendor / landlord shall sign with the client the relevant estate agency agreement (Form 3 for sale or Form 5 for leasing) prescribed by the Estate Agents Authority.

In order to protect your own interest and to define clearly the parties' respective rights and obligations, you are urged to sign with your estate agent the relevant document as mentioned above

Estate Agents Authority

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