

Washington Real Estate Practices

Final Exam

Please complete on Answer Sheet Provided

Real Estate Brokerage

1. All real estate Firms must have a _____ under RCW 18.85.091.
2. A real estate firm must have a name that is _____ so that it cannot be the same as another firm.
3. The Designated Broker of a real estate Firm cannot just be any Managing Broker in the firm. The Designated Broker must have _____ interest in the Firm.
4. A Designated Broker must hold a _____ license and then have an endorsement from the Dept of Licensing to be the Designated Broker.
5. Can a Designated Broker act as the Designated Broker for more than one firm? Yes/ No
6. The person responsible to maintain and implement written policies on referrals of home inspectors is the _____ of the firm.
7. In order to be a Managing Broker, the applicant must have _____ years experience (or equivalent), take 90 hours of instruction, be 18 years of age, and pass the exam.
8. All Brokers licensed after July 2010 must be under the supervision for two years of the Designated Broker or a _____ who has been delegated the responsibility.
9. All Brokers are responsible to keep the Dept of Licensing informed of his/her: (choose one)
 - a. Age
 - b. Address
 - c. Renewal Date
 - d. Transactions
10. The Designated Broker must be a “_____ Person.”
11. A Designated Broker may have branch offices under the same name as the Firm. Each office will have a Branch Manager who has a _____ license.
12. Any responsibilities that a Designated Broker assigns to a Managing Broker must be in writing and kept in a log and _____ by all parties.
13. All real estate Brokers and managing Brokers must submit complete copies of their _____ to the Firm in a timely manner.

14. All real estate records kept by the firm must be available for the Department of Licensing for a minimum of _____ years.
15. All license terminations can be unilaterally by either the Broker, Managing Broker, Branch Manager or Designated Broker. All terminations must be by _____ notice and forwarded to the Dept of Licensing.
16. If a licensee exercises control over real estate transaction funds, those funds are considered/ called _____.
17. All real estate firms are required by law to maintain a trust account. True / False
18. During an Audit by the Department of Licensing, the auditor will examine the licenses of the firm and licensees to verify:
 - a. Current and up to date
 - b. Available to the public
 - c. License names are used properly
 - d. All of the above
19. The real estate auditor will review brokerage transaction files with the last _____ years.
20. The Uniform Regulation of Business and Professions Act created standard procedures for regulation and enforcement of the _____ that real estate licensees are obligated to obey.

Agency

21. Agency is a conceptual relationship between two parties. There is no _____ common factor that creates an agency relationship.
22. The Washington State Law on Agency prescribes the duties of agents representing _____.
23. An agent representing two opposing parties is known as a _____.
24. A pamphlet on the Law of Real Estate Agency must be given to _____.
25. When is it required to give a copy of the Agency Law to a prospective purchaser?
_____.
26. The Agency Law creates the presumption that the agent represents the _____.
27. Agency relationships can be terminated by mutual agreement, completion of performance by licensee, and _____.
28. A principle is not liable for an act, error or omission by an agent due to the agency relationship because the new Agency Law eliminates _____.

29. Agency disclosure may be made after an agreement is prepared, provided it is made before _____ any contract or agreement.
30. The Agency Law eliminates the principle. of knowledge of and notice to an agent is _____ to the principle.
31. Information that operates to impair or defeat the purpose of the transaction is considered a _____ and must be disclosed.
32. Once the agency relationship terminates, the agent has two duties. They include the duty to account for all monies and to not _____
33. If a Broker writes an offer on a property that is listed with the same firm, the Broker must decide who he/she represents and it must be in _____ to all parties.
34. The seller consents to dual agency in writing on the _____ contract.
35. The seller must receive a copy of the pamphlet on the Law of Agency before they sign _____

Contracts: Listings and Property Management

36. All listing agreements should specify a definite _____ date or they could go on forever.
37. If seller finds a buyer under an Exclusive Agency Listing then the seller owes/does not owe commission to the agent.
38. A _____ is a marketing organization whose broker members make their exclusive listings available to other members.
39. An employment contract for a broker's services is known as a _____
40. In order to enforce the payment of commission for a brokers services, the listing contract must be in writing according to the _____.
41. A listing agreement should! should not include details as to which items of personal property stay with the property.
42. A listing agreement gives the broker the right to _____ the property.
43. The seller is required by law to provide to the buyer a copy of the _____ no later than 5 days after mutual acceptance of an offer.
44. An agent can determine who has title to a property by reviewing _____
45. A broker can be entitled to commission after a listing expires if the seller sells the property to a purchaser who _____

46. A copy of the listing agreement must be provided to the seller when? _____
47. The seller agrees in the listing to pay for a title insurance policy proving the seller has _____ title to the property.
48. In a community property state when title is held by a married couple, _____ must sign contracts.
49. Washington State does / does not require the seller to complete a disclosure form if they sell "by owner."
50. When an agent chooses to show a prospective purchaser who is very active in his church only properties in the neighborhood of the church, this could be an example of _____ which is in violation of fair housing laws.
51. An apartment manager can lease to prospective tenants with children only units in the rear of the complex away from the pool. This does / does not violate fair housing laws.
52. Three real estate brokers from separate companies discussing the commission rates they charge builders would violate _____ laws.

Property Management

53. All properties managed by a real estate firm must have a written _____ agreement.
54. Funds held on behalf of an owner managed by the firm are to be kept in _____ account.
55. The Landlord Tenant Act is a law in _____.
56. Commercial Property is _____ from the Landlord Tenant Law.
57. The Landlord Tenant Law does not include Motels and Hotels. True / False

Purchase and Sale Agreement

58. How long after mutual agreement is the earnest money check to be deposited? _____
59. Earnest money Is / Is not required in Washington State for a valid Purchase and Sale Agreement?
60. A contract without the legal description is required in order to be _____ according to Washington State Law.
61. Mutual agreement occurs after the last party signed the agreement with no changes and it is _____ to the other party.
62. A "notice" on the agreement includes terms that are already agreed on. Changing the closing date IS / IS NOT a notice.

63. A contract for the purchase of real estate must be in writing according to the _____ of _____
64. Closing occurs when the transaction is recorded AND the funds are _____ to the seller.
65. The real estate Broker is responsible for filling out the Property Information Disclosure form for the seller YES / NO
66. The letters ASHI stand for _____
67. Covenants, Conditions and Restrictions in development with Homeowner Associations can restrict which of the following?
- a. The religious background of the owners
 - b. The size and weight of pets
 - c. The number of children
 - d. None of the above
68. The Heritage House lawsuit decision limited real estate agents to filling out _____ Forms or we could be liable for practicing law.

Current Market Analysis and Marketing

69. A paid opinion of value is called an _____
70. When completing a Market Analysis Report the agent evaluates comparable properties that have sold, the listing expired and _____
71. The Market Analysis is a simplified version of the approach professional appraisers called _____
72. Seldom are the Market Analysis reports completed the same because of the lack of a _____ form.
73. The original price the seller paid for their property is / is not information used in evaluating the market value of the property.
74. In order to use the _____ method you must find an estimate of what it would cost to replace the home at today's prices.
75. The loss in value due to deferred maintenance or changing consumer demands is called _____
76. When evaluating the value of an apartment building it is important to use the _____ method.
77. The most profitable single use to which a property may be put is called _____
78. The value of a property may / may not be affected by events that have not actually occurred.

79. Depreciation that cannot be fixed or repaired is known as _____
80. If you are completing a Market Analysis Report on a split level home you need to consider size, age, lot, condition and _____
81. It is important to consider whether the subject property is hooked up to public sewer or if the property has _____
82. The Zillow Zestimate is determined by _____. It is not meant to be a market value, but only an estimate based on county records.
83. The definition of value is “the present worth of future _____.”
84. The maximum value of a property tends to be set by the cost of purchasing an equally desirable _____.
85. To determine if an item is a fixture the method of attachment is only one issue. The _____ of the annexor must also be taken into consideration.
86. An item can be a fixture then personal property and then a fixture again during the listing True / False

Negotiation and Closing

87. Typically the escrow fee is split between _____
88. The documents for a transaction must be _____ in the county prior to closing.
89. The purchase and sale agreement serves as the primary escrow _____.
90. Who does the Escrow Agent represent in a closing of a transaction? _____
91. Escrow CAN / CANNOT make the determination who gets the earnest money in a dispute.
92. The real estate agent is responsible for forwarding copies of all addendums, price changes and _____ to escrow.
93. A defect on title is typically called a _____ - on title and most often must be cleared prior to closing.
94. Real estate taxes in Washington state are paid how often? _____
95. The HUD 1 is also called the _____ statement.



Answer Sheet...Advanced Real Estate Practices

| | | | | | | | |
|----|--|----|--|----|--|----|--|
| 1 | | 31 | | 61 | | 91 | |
| 2 | | 32 | | 62 | | 92 | |
| 3 | | 33 | | 63 | | 93 | |
| 4 | | 34 | | 64 | | 94 | |
| 5 | | 35 | | 65 | | 95 | |
| 6 | | 36 | | 66 | | | |
| 7 | | 37 | | 67 | | | |
| 8 | | 38 | | 68 | | | |
| 9 | | 39 | | 69 | | | |
| 10 | | 40 | | 70 | | | |
| 11 | | 41 | | 71 | | | |
| 12 | | 42 | | 72 | | | |
| 13 | | 43 | | 73 | | | |
| 14 | | 44 | | 74 | | | |
| 15 | | 45 | | 75 | | | |
| 16 | | 46 | | 76 | | | |
| 17 | | 47 | | 77 | | | |
| 18 | | 48 | | 78 | | | |
| 19 | | 49 | | 79 | | | |
| 20 | | 50 | | 80 | | | |
| 21 | | 51 | | 81 | | | |
| 22 | | 52 | | 82 | | | |
| 23 | | 53 | | 83 | | | |
| 24 | | 54 | | 84 | | | |
| 25 | | 55 | | 85 | | | |
| 26 | | 56 | | 86 | | | |
| 27 | | 57 | | 87 | | | |
| 28 | | 58 | | 88 | | | |
| 29 | | 59 | | 89 | | | |
| 30 | | 60 | | 90 | | | |

I attest that I have read the materials and have answered the questions.

Date Course Started _____ **Date Course Completed** _____

Print Name _____ **Company** _____ **Signature** _____ **PROFESSIONAL**

Direction, 13148 Holmes Pt Dr NE, Kirkland WA 98034

Email: clockhours@gmail.com

Mandatory Evaluation

You can mail by US Mail the paperwork and tuition or Scan and include a credit card number.

- Did you read the material in the booklet on this date?** YES / NO
 Did you complete quizzes for each section and attach answer sheet and eval? YES / NO
 Did you enclose Tuition (\$175 for 30 hours) YES / NO
 Did you fill out and sign this form? YES / NO
 Paid by Check or Visa/MC # _____ exp __/__/__

Or use pay pal on the front of the website!

Why did you choose to take this course? Topic? Time? Cost? Ease? Other?
 A "clock hour" is 50 minutes. Each 5 hour section should take about 4 hrs 10 min.
 How long to complete each section? 1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____

| | No | | | | Yes |
|---|----|---|---|---|-----|
| Will the material you learned improve your performance? | 1 | 2 | 3 | 4 | 5 |
| Were the course materials easy to follow? | 1 | 2 | 3 | 4 | 5 |
| Were the course materials relevant to your profession? | 1 | 2 | 3 | 4 | 5 |
| Were your objectives met by attending the class? | 1 | 2 | 3 | 4 | 5 |
| Was the course material interesting? | 1 | 2 | 3 | 4 | 5 |

What are 3 things that you learned from the course?

- 1.
 - 2.
 - 3.
- Would you take another correspondence course from Professional Direction? Yes/ No

| | | | | | |
|----------------------|--|--|--|--|--|
| Name of Class | Real Estate Advanced Practices | | | | |
| Print Name | Signature | | | | |
| Company | Address <small>home _____ or work _____ check one</small> | | | | |
| City / Zip Code | Phone | | | | |
| Email | Twitter.com name | | | | |
| License Renewal Date | Date(s) Class taken | | | | |

Thanks for taking this class! I really appreciate the agents that take clockhours from my school! I am always working on my classes and writing new ones! Visit my website! Natalie

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