

## CONSENT FOR USE OF ELECTRONIC DOCUMENTS AND SIGNATURES IN CONSUMER REAL ESTATE TRANSACTIONS

1 If you want the option of sending and receiving real estate transaction documents by e-mail, federal law  
2 requires certain safeguards to ensure that consumers like you have the capability to receive such  
3 disclosures and are fully aware of the consequences of agreeing to receive documents electronically.  
4 Federal law requires your consent to use e-mail and electronic versions of information, disclosures,  
5 contracts and other documents and records ("electronic documents") that would otherwise be legally  
6 effective only if provided to you in a printed/written paper document.

7 **Understanding Electronic "Lingo:"** "Electronic documents" include the documents you may save on your  
8 computer or attach to e-mail. They can typically be printed out, but exist independently in an electronic form  
9 on your computer.

10 "Electronic signatures" are sometimes hard to conceptualize. An "electronic signature" includes any mark,  
11 symbol, sound or process that is written, stamped, engraved, attached to or logically associated with an  
12 electronic document and executed by a person with the intent to sign. Just like you can legally "sign" a  
13 printed document by making your mark, whether that be your cursive signature in ink or an "X," so you can  
14 "sign" an electronic document by making your mark, whether that be a high-tech encrypted or digital  
15 signature or just typing your name in the signature line or space on an e-mail or document on the computer  
16 - these are all electronic signatures. If you sign a paper document in ink and then scan the document and  
17 save it on your computer, the image of the cursive signature on the stored electronic document on your  
18 computer is also an electronic signature.

19 **1. Right to Receive Paper Document:** You have the right to have any document provided to you  
20 electronically in paper form. If you want a paper copy of any document sent to you by e-mail, send your  
21 request to the broker at the mail or e-mail address provided below. Paper copies will be provided at no  
22 charge.

23 **2. Right to Withdraw Consent.** You have the right to withdraw your consent to receive electronic  
24 documents by e-mail by contacting the broker by mail or e-mail at the address provided below. The legal  
25 validity and enforceability of the electronic documents, signatures and deliveries used prior to withdrawal of  
26 consent will not be affected.

27 **3. Changes to Your E-Mail Address.** You should keep the broker informed of any change in your  
28 electronic or e-mailing address. Please contact the broker as promptly as possible by mail or e-mail at the  
29 address provided below regarding any such changes.

30 **4. Minimum Hardware and Software Requirements.** The following hardware and software are required  
31 to access (open and read) and retain (save) the electronic documents:

- 32 ◆ Operating Systems: Windows 98, Windows 2000, Windows XP or Windows Vista; or Macintosh OS
- 33 8.1 or higher.
- 34 ◆ Browsers: Internet Explorer 5.01 or above or equivalent
- 35 ◆ Needed Software/Electronic Document Formats: Adobe Acrobat Reader or equivalent for PDF files

36 **5. Your Ability to Access Disclosures.** By opening, completing, saving and e-mailing this consent back  
37 to your broker, you acknowledge that you can access and retain electronic documents in PDF format.

38 **6. Consent to Electronic Signatures and Documents:** By completing and e-mailing this consent form to  
39 the broker at the e-mail address specified below, you are providing electronic consent to the use of  
40 electronic documents and electronic signatures in your real estate transaction. Specifically, you are

41 acknowledging receipt of this form and consenting to the use of electronic documents, e-mail delivery of  
42 documents, and electronic signatures in any real estate transactions involving you, the broker identified  
43 below and other parties. If you prefer, instead, to limit this consent to the transaction relative to a specific  
44 property, provide the property address or description below.

45 Specific Property: \_\_\_\_\_  
46 \_\_\_\_\_

47 **CONTACT INFORMATION:**

48 Broker Name: \_\_\_\_\_

49 Agent's Name (optional): \_\_\_\_\_

50 Address: \_\_\_\_\_

51 E-mail Address: \_\_\_\_\_

52 Party Signature (sign or type in name): \_\_\_\_\_

53 E-mail Address: \_\_\_\_\_