RPR DUE DILIGENCE CHECKLIST WHEN REPRESENTING BUYERS



This checklist includes due diligence activities related to RPRs that real estate professionals should undertake when representing buyers. It is not an exhaustive list. Due diligence activities that need to be performed in relation to a potential or actual real estate transaction may vary. Real estate professionals should ensure they document in writing all due diligence activities they perform, including situational details, such as the date, time, manner and where the activity was performed.

RPR DUE DILIGENCE CHECKLIST WHEN REPRESENTING BUYERS	Done
Determine if RPR required	
Explain benefits of obtaining RPR	
Explain advantages/disadvantages of obtaining RPR	
Request RPR from seller	
Review RPR with buyer	
Explain common issues related to property boundaries and improvements	
Explain options to address property-related issues	
Address property issues in negotiation process	
- Explain advantages/disadvantages	
Discuss Purchase of Title Insurance	
- Explain advantages/disadvantages	
Explain material latent defects and disclosure requirements	
 Ask seller's real estate professional or seller if improvements made 	
If improvements made, confirm if permits obtained	
Advise buyer of option to obtain legal counsel or expert advice	
Document for brokerage file details of information received from buyer	
Provide brokerage all trade and property-related documents for its records	