

# FIRST CLASS TRAINING PROGRAM

## RESALE & LEASE

- The Types of Deal Documents You Need to Know
- The Art of Offer Presentation
- All About Realtor Forms
- Housing Problems You'll Face as a Realtor
- Open House Preparation
- Multiple Offers with Buyers
- How to Handle Home Inspections as an Agent

## PRE-CONSTRUCTION

- Monthly Project Updates
- Project Pipelines
- Guide to Investing in Pre-Construction
- Understanding the APS for Pre-Construction
- How to Convert Your Client to Another Pre-Construction Project

## MORTGAGE

- What is the Stress Test?
- What is the Mortgage Policy
- What is Mortgage Pre-Approval?
- HST Rebate in Real Estate
- What is NRST?
- How Mortgage Brokers Can Add Value to Realtors

## COMMERCIAL

- Due Diligence Conditions When Dealing with Commercial Property
- Lender Issues in Commercial Property for Mortgage
- VTB/Assumptions for Commercial Property
- HST in Commercial Listings

## ASSIGNMENTS

- Understanding the Agreement of Purchase and Sale
- Assignment Unit Details
- What are Assignees and Assignors
- How to Do Profit Calculation When Doing

## RENTALS

- Rental Policies in Ontario
- Issues That May Occur When Doing Rentals
- Rental Legal Process & Tips
- How to Find and Screen Tenants
- Leasing Procedure from Listing to Closing

## WEBINARS & WEBFORMS

- Best Practices Uses of Everyday Forms
- Uploading Listing Data Information Using WebForms
- A Comprehensive Review of MLS Rules
- Stratus Basics

## MISCELLANEOUS

- How to Use Social Media (WeChat/Instagram) to Boost Your Marketing Campaign
- How to Use Electronic Signature Such as AuthenticSign and DocuSign



# HELPING YOU SUCCEED IN YOUR CAREER IS OUR MAIN PRIORITY.

With BrokerBay, one of the most powerful systems in the real estate industry, you will reach your career goal with ease. We also have weekly training and support staff on-site providing the best experience for you and your clients.

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**BROKERBAY**



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for Agents



Find your listings and  
showings in seconds



Lightning Fast Admin  
Workflows



Accept, deny, or  
reschedule appointments



MLS Integrated 3D Virtual  
Showing System



Reach out to key teammates,  
clients, or suppliers



Custom, hierarchical  
role-based access



Assign lockboxes to  
any of your listings

## Don't know how to use? Don't worry!

Our weekly BrokerBay training will guide you along the way to your success.  
For more information, please email [frontdesk@firstclassrealty.ca](mailto:frontdesk@firstclassrealty.ca)