

**FSBO/Limited Service Introduction Letter**

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Dear Homeowner,

It was a pleasure to meet with you on behalf of my buyer \_\_\_\_\_.  
I look forward to working with you to arrange for my client's purchase of your home. To make the process go more smoothly, and to avoid any misunderstandings, there are some things you should keep in mind as we go forward.

My commission fee has been, or will be, negotiated through a separate compensation agreement. The fee will be paid from the seller's proceeds in escrow at the time of closing. It is important for you to understand that even though my commission is paid from the seller's proceeds, I am representing only the buyer in this transaction.

I will work diligently toward my client's goal of successfully closing the transaction. Please be aware that my efforts are intended to benefit the buyer. Communicating with me is the same as communicating with the buyer. I cannot withhold information from my client. Please do not ask me to do so.

Because I represent only the buyer, I cannot help you evaluate my client's offer or advise you on price or terms. Any assistance I may provide during the transaction is intended to benefit my client. If you feel you need advice on price, terms, disclosures or other transaction particulars, you should discuss the matter with your attorney or find another real estate professional to represent you.

Thank you for this opportunity to explain my role in the transaction. I am happy to be able to lend my assistance to make the transaction go smoothly. I look forward to working with you to complete the transaction. Please keep in mind, however, that I represent only the buyer.