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The Landing Spot

Greetings!

Happy Spring! It is that time for spring cleaning. Please review your Drake Agent's Policies and Procedures, Contract Cover Sheet and Pay at Close forms to insure you have the most recent versions. Below you will find links to the Contract Cover Sheet and Drake Agent's Policies and Procedures. Pay at Close forms will be sent to you as necessary by your Drake office.

[Contract Cover Sheet](#)

[Drake Agent's Policies and Procedures](#)

A Word from Glenn

The Follow Up

Are you attending workshops

Drake Database (<http://www.drakerealtydata.com/atl>) Your "user name" should be your last name unless it is a common last name, then it will be your last name plus the initial of your first name. If you have never logged into the system your password will be "password". If you get a message that

Are you attending workshops, networking events and tradeshows? You can make valuable connections when you take the time to attend any of the afore mentioned. I do know that obtaining CE credits is very important but so is making connections in the industry. You never know when you meet that person who gives you a referral or you learn about new technology to aid in your business. Put yourself out there.

Drake Realty

into the system your password will be password. If you get a message that there is a security certificate error, it is OK to proceed, as this web address is Drake Realty and our website is managed by Jump Line. This error occurs because of the difference in the two names. The first time you go in the Database, you will be prompted to fill out an on-line independent contractor agreement. When it asks for Social Security number, please use 000-00-0000, as Drake already has this information in a secure place. If you are changing your plan, you must still contact an office and send a hard copy of the amendment, just doing it in the database does not alert the office of this change. Once you are in the database, the first thing you need to do is change your password. You can then review the paperwork that has been turned into Drake Offices. Also remember to view any updated information under the Agent Policies and Procedures, Event Calendar, Broker's Corner and Newsletter headings.

IF YOU HAVE PROBLEMS LOGGING PLEASE EMAIL drakestockbridge@gmail.com WITH YOUR ISSUE.

Tips from Ed at the Broker's Desk

Whenever you write in a Purchase and Sale Agreement that an attorney is holding Earnest Money you need to include either an F84 (GAR Form) ,or RE215 (RE Form) with all parties including the attorney acknowledging that they are in receipt of the Earnest Money for this transaction.

This form is required to be in compliance with Real Estate Law. This form validates who has the Earnest Money, and all parties are signing off that they are in agreement to this occurring.

Also, insure you are writing the Purchase and Sale Agreement with the Earnest Money to be due and delivered at least 3 days after binding. There is no point in taking Earnest Money prior to an offer becoming binding especially in a market such as we are experiencing now with very low inventory levels. Many properties are going to highest and best prior to an offer being accepted by the seller.

I am here to help you stay compliant. If you have questions, I am available to answer Agent Questions in the Marietta Office:

Monday, Tuesday, Wednesday and Friday - 10 to 2

Phone: 770-873-1566

Email: drakebroker@gmail.com

If you receive a call or e-mail from me requiring a response please respond to this request as soon as possible to ensure compliance.

Glenn Recommends

[The Economy's Thorn: Low Ownership Rates](#)

[This Is the Worst 'Housing Drought' Ever](#)

[New-Home Sales Jump 6%](#)

[New developments underway in Metro Atlanta](#)

Drake TV



Drake Customer

Drake Realty is Innovation

Check out these Beautiful Drake Listings

[3110 Caney Creek Lane](#)

[175 Diamond Pointe](#)

[410 Canterbury Way](#)

[158 Antony Drive](#)

[507 Kaitlin](#)

License Law Reminder of the Month

License Law Reminder of the Month

Unfair Trade Practices - Part 8 April 2017

The licensee shall not engage in any of the following unfair trade practices: Failure to deliver to a community association terminating a management contract within 30 days of the termination, or within such other time period as the management contract shall provide:

1. a. A complete and accurate record of all transactions and funds handled during the period of the contract and previously accounted for;
2. b. All records and documents received from the community association or provided on the association's behalf; and

Our Partner



[Visit Our Partner](#)

[Drake Agent's Concierge Link](#)

Maria Riggs - Director Of Client Relations & Marketing

Our Partner



Our Partner



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[Visit Our Partner](#)

Drake Around Town

What have you been up to? If you have been featured in an article, received an award or sponsored a charity or event, please email details to drakestockbridge@gmail.com so we can brag on you.

association or received on the association's behalf; and

3. c. Any funds held on behalf of the community association.

Failure to deliver to a property owner terminating a management contract within 30 days of the termination, or within such other time period as the management contract shall provide:

1. a. A complete and accurate record of all transactions and funds handled during the period of the contract and previously accounted for;
2. b. All records and documents received from the property owner or received on the owner's behalf; and
3. c. Any funds held on behalf of the property owner.

The topics above were discussed extensively at the recent License Law CE Class. Please insure you comply with License Law at all times to insure your business is being conducted within the rules and regulations of the Ga. Real Estate Commission.

Bank Shot Tips

Please note if you want to be Pay at Table, there is a new procedure using Bank to deposit the commission check effective January 1, 2017. You will be required to deposit the check via Bank Shot and email the Settlement

Documents to drakecommdeposit@gmail.com. If you have questions concerning the new procedure, please contact Mary.



Forgotten your password? During business hours please contact the Buckhead Office or Marietta Office to reset your password. After normal business hours, please send an email drakerealty.atl@gmail.com to reset the password. Please contact Mary with your questions or concerns.

Mary Gasparini
drakerealloffice@gmail.com
770-365-4865

CE Classes and Networking Opportunities

FREE CE CLASSES

[FREE CE: Advertising & Social Media - The Rules Southside West](#)

Thursday, April 6, 2017 from 10:00 AM to 1:00

PM EDT

Please join us for Advertising & Social Media

Please join us for Advertising & Social Media -
The Rules taught by Judge Parker.
The Bridge Community Center

[FREE CE - Advertising & Social Media - The Rules
Southside East](#)

Thursday, April 13, 2017 from 10:00 AM to 1:00
PM EDT

Please join us for Advertising & Social Media -
The Rules taught by Judge Parker.
Morrow City Hall - Community Room

[FREE CE: Advertising & Social Media -The Rules
Sandy Springs](#)

Tuesday, April 25, 2017 from 10:00 AM to 1:00
PM EDT

Please join us for Advertising & Social Media -
The Rules taught by Judge Parker.
The Heritage

[FREE CE: Advertising & Social Media - Lake
Oconee](#)

Tuesday, May 2, 2017 from 10:00 AM to 1:00
PM EDT

Please join us for our Advertising & Social
Media - The Rules taught by Judge Parker.
Lakeside Church at Lake Oconee

Networking & Workshops

[**Marketing to Millennials - WORKSHOP**](#)

**Tuesday, April 4, 2017 from 10:00 AM to
12:00 PM EDT**

**Joins us for workshop on Marketing to
Millennials. Gain valuable information on
Millennials home buying from expert,
Kristin Messerli and Annie Mac Worx from**

**Joe Riggs. Please note there is a Parking
Fee so plan accordingly.**

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Bringing our best real estate clients together for the opportunity to network and to be informed on an industry related hot topic.

Light Appetizers and Drinks will be Provided.

UNCLE JULIO'S
— MEXICAN —
from Scratch

6115 Peachtree Dunwoody Rd
#100, 2nd Floor, Sandy Springs, GA 30328

Tuesday, April 4th from 5-7pm

20 minute "Hot" Topic:
Most Common Contract Mistakes

RSVP to Victoria@McMichaelandGray.com by March 31st

McMichael & Gray, PC
ATTORNEYS AT LAW

News from our Partners

McMichael & Gray, PC
ATTORNEYS AT LAW

McMichael & Gray, PC
Our Preferred Attorney

McMichael & Gray, PC is Drake Realty's Preferred attorney. Please contact

McMichael and Gray, PC for all your closing needs.
McMichael & Gray, PC is a preferred HUD attorney.

Please use the form linked below

[New Buyer Select Form](#)

McMichael & Gray, PC
Main Number
for all Offices - 678-373-0521

Introducing our Newest Business Partner!



Joe Riggs - 770.335.7705

NMLS# 966672

JRiggs@Annie-Mac.com

www.annie-mac.com

Company NMLS# 338923

Complete license information disclosed at:

<https://www.annie-mac.com/licensing>

www.nmlsconsumeraccess.org



Real People, Real Stories, Real Solutions

The Georgia 

Golf Trail 
Presented by *Bobby Jones*[®]



Innsbruck
Resort & Golf Club
Helen, GA

"Affordable Golf in Priceless Surroundings"

Innsbruck Resort and Golf Club is nestled in the beautiful Blue Ridge Mountains of North Georgia located in the Alpine Community of Helen. The championship 18-hole par 72 golf course was designed by Bill Watts and rated among the Golf Digest's Best Places to Play 2006/2007. Innsbruck was also featured in the Spring 2014 issue of Arnold Palmer's Kingdom Magazine.

It is truly Alpine Mountain Golf at its finest. From start to finish, the scenic North Georgia Mountains and abundant wildlife surround you. It is hard to imagine a more beautiful place to tee it up.

Mike McCall, the Head PGA Golf Professional and General Manager, and his staff have everything you will need for your golfing adventure at the fully stocked pro shop, and a full service bar and grill are on site for your dining and beverage needs while you're at the golf club. A driving range and a practice green are available if you want a little practice, or take advantage of the available Golf Lessons and Indoor Performance and Fitting Center to perfect your game. This is an ideal location for corporate golf outings and other golf events. For tee times and other information on Innsbruck, contact the golf shop at 1-800-642-2709 or 706-878-2100. You can also visit us online www.innsbruckgolfclub.com





Innsbruck Golf Club

P.O. Box 1145 Helen GA, 30545
Phone: (800) 642-2709
Fax: (706) 878-2994



Innsbruk Resort & Golf

FMLS News

rDocs Document Management Classes Available

Now available to all FMLS members, rDocs, an electronic forms and document management program, will be replacing FormsPro and DocuPro this month. rDocs, which includes eSign, securely stores documents, allowing you to share and control them from any online device, including mobile. Powered with all GAR and RE Forms, rDocs will allow you to manage each listing transaction with a checklist of documents.



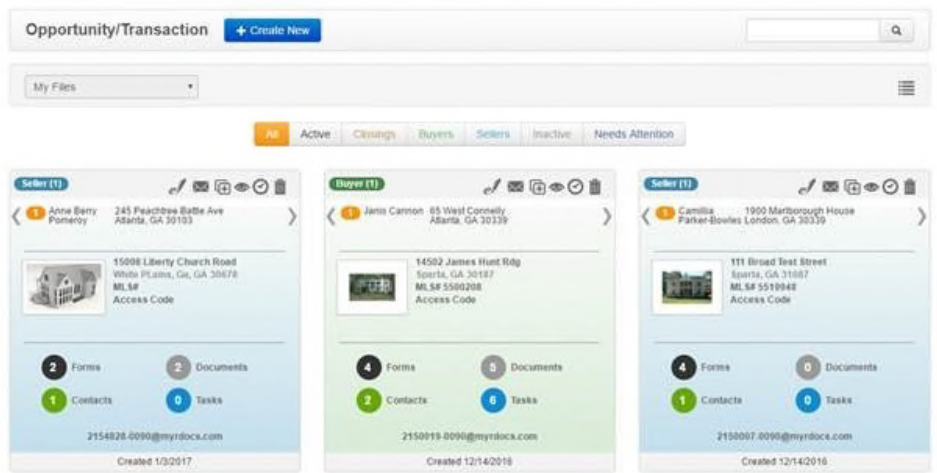
Thursday, January 5, 2017

Select ▾

Pat Deneen
FMLS® FIRST MULTIPLE LISTING SERVICE
P.O. BOX 429126
ATLANTA, GA 30342
P: (404) 255-8660
pdeneen@fmls.com

Announcement:

rDocs Beta: Please use rDocsFeedback@fmls.com for any questions or feedback regarding this rDocs program.



We have now added rDocs classes to our training schedule! [Click to sign up for one of our many classes today.](#) In this session, students will be introduced to the new rDocs Document Management System and show how to complete real estate contracts and forms, as well as request signatures electronically using eSign. Once documents are signed through eSign, they will automatically be placed in the transaction folder for reference and history. This session includes other time-saving tools for document and task management.

Here are some features we think you'll love with rDocs:

- **Tiled dashboard:** Easily manage all your contacts in one place with the tiled dashboard. Each tile acts as one transaction, allowing you quick access to your sellers and buyers.
- **Adding documents:** There are three easy ways to add documents to rDocs: (1) Upload your documents via your web browser; (2) Fax your documents to your tile, and (3) Email your documents to the tile's specific email address.
- **Forms datasheet:** Fill out the datasheet in the forms section and it will automatically input that info into other forms that you create on that tile. For instance, fill in the seller's name, and it will automatically populate in the "seller's name" in all forms.
- **Forms library:** In the forms section of the tile, you can find a library list of forms that you can check and add to the prepared documents. With the forms datasheet, you can fill out these forms and send them directly to eSign.
- **Send to eSign:** You know it already, and now it's integrated into rDocs! The exact same steps that you already know are available using the forms through rDocs. Plus, your completed eSign documents are automatically stored in the Documents tab on your tile!

Don't wait! Be proactive. Sign up for an rDocs class now and check out this new offering!

FMLS Help Desk is Here for You!

FMLS Technical Support is available 7 days a week. That's right! That means that we work when our members do - on the weekends!

Call Center

Call 404-255-4219 or 800-505-FMLS

Monday - Friday 9:00 am - 7:00 pm

Saturday 8:30 am - 5:00 pm

Sunday 1:00 pm - 5:00 pm

Email Support

Email at support@fmls.com and feedback@fmls.com

Monday - Friday 9:00 am - 5:00 pm

Saturday 8:30 am - 5:00 pm

Sunday 1:00 pm - 5:00 pm

Live Chat Hours

Friday 9:00 am - 5:00 pm

Monday - Friday 9:00 am - 5:00 pm

And remember that [Knowledge Base](#) is always available 24/7 for learning at your own pace.

Earn Two Free Months Of Agent Fees

Drake Realty appreciates your agent referrals! Remember anytime you refer an agent to Drake Realty and they join, you receive 2 months of Agent Fees as our way of saying Thank You! Pass along this newsletter or information about TGA Mobile to the agents you refer to Drake Realty. Again, we truly appreciate your agent referrals.

Please have your referrals contact

Mary at 770-365-4865

Be sure that they mention you referred them to insure you receive your two free months of Agent Fees.

We hope this issue of The Landing Spot provided you with great resources. Remember, as an agent, it is your responsibility to stay up to date on changes from the Georgia Real Estate Commission and Drake Realty. The Landing Spot and the Drake Realty Database are some of many tools you can use to keep yourself up to date.

Sincerely,

Glenn, Bernie & Mary
Drake Realty

As a licensed Georgia Real Estate Agent it is your responsibility to keep up to date on changes implemented by the Georgia Real Estate Commission (GREC) and Drake Realty

Drake Realty serving the community for 26 years

