



News and Events

that you don't want to miss!

February 2018



Broker's Corner

We now have Dotloop available for all of our agents to use to enhance your business for both you and your clients.

Many of you have questions about how to utilize Dotloop and how it will benefit you. You will do all every aspect of your transaction within Dotloop by creating a loop. You will not use either FMLS or GAMLs for your forms or your e sign as all of this is within the loop you have created. The agent working in the loop will no longer have to send paperwork to the office as the agent simply puts their work in the review stage, and Dotloop will send our offices a notification as shown below. This notification triggers the office to go in and process the paperwork.

Kellie Bailey has changed the review stage for loop 390 17th



Dotloop will serve as our database as you will see all of your client and contract information in your account. There is a very easy training link to watch videos and an agent user guide. Drake Realty has a Dotloop Team in place that can assist you and answer your questions and concerns. Dotloop has the following support available.

Mon - Fri: 8am - 12am

Sat - Sun: 8am - 8pm

(Hours are in EST)

[513.257.0551](tel:513.257.0551) / 1-888-dotloop

Email: support@dotloop.com



Dotloop is being utilized by many major Real Estate firms and is becoming the industry norm. Bank Shot is also incorporated into Dotloop.



How do I become a dotloop user? E mail drakedotloop@gmail.com and indicate if you are a GAR Form user or a RE User, and the dotloop team will get you added and send an introductory training e mail.

dotloop Agent Guide

2018 at Drake means using technology to make our agents, their clients, and our company to work in the most efficient productive way.

Don't get left behind in Real Estate by not embracing technology as our industry is changing daily and each of us need to be current on the latest trends.

Join us **THURSDAY 2/22** for dotloop-a-palooza, A 12-hour marathon training session, with a chance to win a \$100 Amazon gift card, from 8 AM to 8 PM EST **CLICK HERE TO REGISTER**



Remember to maintain your Georgia Real Estate License by taking the required CE Classes. Also don't forget to renew your license prior to it expiring. For more information on your GA Real Estate License you should log into GREC Online Services. Please see the link below.



Georgia Real Estate Commission
Georgia Real Estate Appraisers Board

[GREC Home Page](#)

[GREC Online Services](#)

Remember to log into FMLS and GAMLs to keep your log in active.

FMLS Tech Support

404.255.4215

GAMLs Support

770.493.9000



License Law

Reminder of the Month

Disclosure of Brokerage Relationships.

(a)

No licensee shall buy or lease, nor take an option to buy or lease, any interest in property listed with the licensee or the licensee's firm on which the licensee or the licensee's firm has been requested to act as a broker, unless the licensee shall clearly disclose the licensee's position as a buyer to the seller or as a tenant to the landlord, as the case may be, and insert a clause to this effect in the contract. Neither shall any licensee sell or lease or otherwise convey any interest in property owned by the licensee to any person, unless the licensee shall clearly disclose the licensee's position as a seller to the buyer or as a landlord to the tenant, as the case may be, and insert a clause to this effect in the contract.

(b)

A licensee shall make or cause to be made a written disclosure to both buyer and seller or to both lessor and lessee, as the case may be, revealing the party or parties for whom that licensee's firm is acting as agent or dual agent and from whom that licensee's firm will receive any valuable consideration for its efforts as agent in the transaction. If the licensee's firm is not acting as an agent for either party, then the licensee shall make a written disclosure revealing from whom the licensee's firm will receive any valuable consideration for its efforts in the transaction. The written disclosures required by this paragraph must be made in a timely manner, but in any event not later than the time that any party first makes an offer to purchase, to sell, to lease, or to exchange real property.

FMLS Member Login



GAMLS Agent Login

Redfin Scam Alert

(c)

Real estate licensees shall not pay a fee or commission to a licensee representing another party to a transaction except with the full knowledge and written consent of all parties.

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

More time for you and your business

Send earnest money deposits and other checks to your broker securely with your mobile phone.

Convenient * Compliant * Simple

If you are paid at table, please deposit the Drake check via Bank Shot and email the fully executed CD to drakecommdeposit@gmail.com.

Questions or concerns call
Mary Gasparini
drakerealoffice@gmail.com
770-365-4865



Bank Shot Tips

Top 10 Reason Why Your Submission was Rejected

- 1 Check Amount does not match the amount entered.
- 2 Photo of check was not clear.
- 3 Check was not endorsed.
- 4 Check was not signed.
- 5 The stub was left on the check.
- 6 The Check is wrinkled, creased or curled.
- 7 Check blends into the background. Make sure the check and surface you are photographing it on are contrasting colors.
- 8 Check image is blurry or has shadows.
9. Not all four corners of the check are visible.
- 10 Use of a symbol in the amount section.

McMichael & Gray, PC
ATTORNEYS AT LAW

Visit Our Partner

McMichael & Gray, PC is Drake Realty's Preferred attorney. Please contact McMichael and Gray, PC for all your closing needs.

Main Number: 678-373-0521



RANDALL C. MCMICHAEL

McMichael & Gray, PC is a preferred HUD attorney.

Please use the form linked below
[New Buyer Select Form](#)

[Drake Agent's Concierge Link](#)

New McMichael and Gray, PC locations including North Carolina

[Visit our website](#)



EDWARD M. GRAY, IV

When you close with McMichael & Gray you have the option to be paid at table. Turn the Pay at Close form in 5 day prior to closing to insure you are paid at table. If you have not received at Pay at Close form, please contact on of the Drake Offices and receive the form via email.



Visit Our Partner

Drake Realty is Proud to partner with NewAmerican Funding, Inc.

If you need assistance with any deal, Deanna is available to you 7 days a week. Deanna has 21 years of experience and will work hard for you and your client. Do not hesitate to contact her today!



Deanna Matney

Deanna Matney
Direct: **800 450-2010 x 3040**
Cell: **770-823-7991**
Fax: **706 412-5068**
Email Deanna.Matney@nafinc.com

[Visit our website](#)

Drake Realty Partners





Upcoming Events

Click on the link below to register. Seating is limited. Register today! Lunch will be provided.

**2018 Contract Class - Feb 8,
2018 The Bridge Peachtree City**

**2018 Contract Class - Feb 13,
2018 Lakeside Church at Lake
Oconee**



Glenn



Bernie



Mary

