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Stanley J Crook F.R.E.I
Real Estate Agency Broker
(Listing and selling real estate businesses)
and

Training and business coaching to the real estate industry

Real Estate business opportunities.

Businesses for Sale.

Outer Nth. office with approx 260 managements has become available. Situated in the main street and near new and large subdivision, this business offers many opportunities. Low overheads make this office a MUST to inspect.. Asking just \$395k

South side agency with close to 250 managements. Trading under major brand and in same ownership for many years.

Ideal business to either expand into a second office in an established area or to own outright and grow. Selling at rent roll value. \$495k

South West of Brisbane . Located in shopping centre and covering a wide market area. Approx.250 managements. Great for the person/s seeking a golden opportunity. Priced at just \$415k

Nth side agency. Under marketing brand. Small rent roll. Owner willing to stay if required. Top opportunity for those seeking a sound start in the Real Estate business! \$175k

Western Suburbs. Major player in the area Same owner operator for many years Property managements earning in excess \$330pa and managed by experienced staff. Excellent sales records. High profile location High income assured. POA

Country office: Looking for lifestyle and still earn a good income? Dual OFFICE ownership. Very strong Rural background and exp staff in place. Own cattle yards. Located in Regional towns. Well known and very profitable. Asking price: WAY Below true value!

Near City: Sales office only but what a business it is!! Fully set up for a large team. Prime location huge market share. By amazed by the gross sales turnover!!!

Call me 0413 127 843 for further information

www.agentnews.com.au

Thinking of selling?

What ever the reason be it an illness, just feeling tied, the family wants you to spend more time at home or just longing for a well deserved and long over-due holiday then I should be able to help you.

I make no mad promises or say that I have 'buyers waiting' but what I *do guarantee* is that I will always act in your best interests and achieve a result that I know you will be happy with. My high rate of agency transfers during the past few years say's it all. No fanfare, just a heads down professional approach to achieving the desired outcome

From the Office of Fair Trading (In Part 29th November)

Real estate contracts enter the electronic age

Recently the Government amended property laws to provide certainty in the *electronic transmission* of real estate contracts

"The amendments clarify the requirements regarding transmission of documents and reduce the risk of contracts being cancelled purely because of the method of transmission used"

The article also tells us that Mrs Keech reminded agents that they also needed to be aware of the requirements of the *Electronic Transactions (Qld) Act 2001* administered by the Dept of Justice & Attorney General.

"The *Electronic Transmission Act* is part of the national scheme to facilitate the use of electronic transactions generally. It requires for example, that all parties must agree to using an electronic communication method before it is used," she said

Editor: Examples are given as how we should carry out in the sending documents by fax, email or post. The "detailed method" of sending these documents is set out for all to see and act upon. (REIQ & ADL have supplied examples)

Heavy fines have been introduced for those of us who either ignore or make an error. It is VITAL that YOU immediately put into your operation manuals the correct way of doing it. *AND train your staff!* PLUS, be aware that now the "review" of the Acts has been completed other changes not only to the P. P & Motor Dealers Act, the PAMD forms but also to the RTA are expected in the new year.

Its guaranteed that we will have more headaches in 06

Vital Reading: *Confidentiality / Trade Secrets in YOUR Business*

The NO 1 Rule?

Work on saving/protecting your business every day!!!

We all have trade secrets. BUT most of us **FAIL** to protect ourselves, our business or it's activities. Why not?

Stories abound about staff member leaving and "taking" a number of clients with them. We throw our arms up in anger and say many things but we never carry out or rarely take any action against that person.

Lets be clear about one thing. It is YOUR business so do your best to PROTECT it!

The Australian Government has a document that gives us some of the answers. www.ipaustralia.gov.au is a good place to start.

In short, it tells us that a trade secret is both a type of IP and a strategy for technologies, proprietary knowledge (know-how), confidential information and other forms of IP.

A confidentiality agreement is often used to stop employees from revealing your secret or proprietary knowledge (know how) during and after their association with your business ends. It tells us to:-

Make sure you back your trade secrets with signed confidentiality agreements with every person who has knowledge of the secret!

- * Isn't your list of landlords a secret?
- * Registered buyers & sellers?
- * Business activities that **you do** that's different to your competitors?
- * The data on your Computer?

If an agreement **is breached**, you will have evidence of what was agreed to and protected through the law.

It is further suggested that we ask departing employees **and** contractors to provide written undertakings not to complete with your business after they leave in addition to signing a confidentiality document.

Formal letters of employment are now mandatory. Similarly, employers are required to comply with the minimum entitlements. Levels of performance by both managers and staff should be clearly outlined and explained

Sometimes these undertakings could be difficult to enforce and perhaps need to be prepared by your legal advisor, as you need to be careful that the undertaking does not restrict that employee's right to earn a living

[Helpful ideas on how to protect yourselves:](#)

- * Buy your staff the **new dairies**.
- * Have them use YOUR sim card in their or your phone.
- * Restrict entry to certain parts of your systems.
- * Regularly update your records and performance standards
- * Conduct a business AUDIT to ensure compliance
- * Ensure ALL employment agreements are up to date

When they leave they MUST hand back those items as clearly they belong to YOU! (Including the data that has been entered)

Like you, I too hear the stories that the salesperson or property manager believes that THEY OWN the "client" (after all I obtained that "prospect" so he "belongs" to ME Is their thinking!) Wrong wrong wrong!

Early in the year will see the introduction of John Howard's new IR laws. THIS could prove to be the ideal time to introduce an employee and contractors confidentiality document!!!

*** The PSAQ could still prove to be the best to continue using for your agreements.

Ask yourselves these question? Who owns the business and who was it that made the financial & ongoing commitment of ownership? And **WHAT** do I need to do to protect my investment?

****Each landlord that you lose could end up costing you \$900 pa or \$2000+ if you intended selling the business. Add the possible loss of potential buyers and the overall \$\$dollar loss quickly mounts into the tens of thousands**

Interesting web sites

Register to receive their regular newsletters

www.fairtrading.com.au

Without stating the obvious EVERYBODY should be subscribers to this one.

www.sdi.qld.gov.au

Great business support section

www.reiq.com.au &

www.reia.com.au

Subscribe to the National and State Institute newsletters and obtain inside information on what's happening both State & Nationally within our industry profession

www.bestpractice.com.au

Why reinvent the wheel?. Robert Beven has the best up to date data on Real Estate activities in Australia & NZ.

Released in October Real Estate Agency 2005 Interfirm comparison . Use the benchmarks to establish how your business compares. Cannot go wrong by being a member.

Others to check out:-

www.justsell.com

www.realtors.org

www.realestategrowth.com

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Providing Professional
Services to the
Real Estate Industry
throughout Queensland and
Australia



Welcome to this Months "Agents Newsletter".

QRPS Pty Ltd is an Australian Company operating under the leadership of a very experienced Licenced Real Estate Agent who over the years has used his experiences in the Training and Consulting field and supporting those seeking assistance for the

better understanding of their role within the industry..

If we can be of assistance to you please call

Stanley J Crook F.R.E.I

0413 127 843

Your feedback would be most welcomed. Send by fax or email

Special note: This newsletter should be read in the context that we are not offering any answers or solutions to your problems via this newsletter. The information is offered as a guide only and no item should be acted on without first checking with your Solicitor or Advisor.

No responsibility will be accepted by the writers or principals.

It's all over for the year of 2005. Did you enjoy it?

I don't know about you but on the 15th of December I rocked up 36 years in this industry.

What a ride its been. Rich in experience and priceless in the meeting and working with so many other like minded professionals. Many of you have been around just as long as I have and still enjoy each day and the wonderful experiences that come our way. There is no other industry like ours

As this year ends and another starts we should think back just a few years and ask the question?... What is different about the way we now go about our daily chores?. It is so easy to forget what we experienced so here are a few memories for you to think about

Lets start with the end of the 1999 year. We were told by so called experts that our computers won't start on the 1/1/2000! Go and buy new ones we were told. That and the new software that WE HAD to have cost us dearly.

At this time we became Tax Collectors. GST was introduced. Just months later the new Property Agents & Motor Dealers Act came into being. Re-

member all the meetings we HAD to attend to gain the knowledge, how to cope with change and meet our Legal requirements. Dire consequences would befall us if we didn't do it right

Later came the NEW Code of Conduct. Changes to the Residential Tenancies Act More meetings to attend and so it went for these past 5 + years.

The fight was on as to who was going to control our industry sales people. (1995) Remember the fight we had to have? The AWA Union tried VERY hard to win the right to represent our staff. Shorter working hours with overtime to be paid for any "out of hours work" was the demand. (+ all the other add on's!) The PSAQ won the Court battle and now Employment Agreements and base salaries are the norm!

New PAMD forms and more changes to the ACTS will be coming thick and fast in the new year. New Industrial Relation Laws will need careful consideration.. What's the answer to all of this? Lets get on with it. We have already been to the end of the earth and safely returned !! We can do it again