

## Maximum One Companies Electronic Funds Information Sharing/Wiring Instructions Policy

Due to the increased amount of wire fraud being perpetrated in many industries, including the real estate settlement industry, we encourage you to be very cautious when it comes to sending or receiving money via wire transfer. Increasingly our industry is experiencing clever computer hackers finding ways to “ghost” email accounts and send emails with fraudulent wiring instructions which look completely legitimate as if they were from trusted senders within our information chain, even down to the letterhead and signatures. When an unsuspecting person wires funds according to these bogus wiring instructions, it is often impossible to get the funds back and the person has lost the money for good.

**As real estate brokers/agents at Maximum One Companies,** we are often asked to help our buyers and sellers by sending copies of the wiring instructions for the closing attorney or lender to our buyers or our sellers. **While we always want to help our clients in any way we can, because of the risk of fraud involved we are taking the position that we are no longer going to pass along the wiring instructions to you from the closing attorney or settlement agent who is ultimately responsible for receiving the funds from you or sending settlement proceeds to you.** You must communicate directly with the closing attorney or settlement agent; and under no circumstances should you rely upon any wiring instructions that come from any source other than from the closing attorney or settlement agent. **At this time I am advising you that any wiring instructions given to you from me, or anyone from my brokerage or my office shall be disregarded and presumed to be incorrect and fraudulent and shall not be used by you to transfer any funds under any circumstances whatsoever.** Likewise, it is important that before wiring any funds you contact the person or company to which you are wiring funds and confirm by telephone that any wiring instructions they provided to you are current and correct.

It is important for you to understand that if you send money to a criminal using fraudulent wiring instructions that you mistakenly believed came from “your real estate agent” (because the email “looked right”), you will very likely have no recourse for return of the funds because you have been advised not to rely upon such instructions. Please govern your actions accordingly and take these matters very seriously.

Since wire fraud can happen to anyone, we hope you will remember this risk in any other transaction in which you are sending or receiving wired funds – if the instructions are sent via email, you or the person you sent the instructions to should always confirm in person or by telephone to limit your risk of wire fraud. Remember, many “fax” phone numbers are services that send the information by email and therefore may be risky as well.

WE (BROKERS / AGENTS / STAFF at MAXIMUM ONE COMPANIES) ARE NOT LIABLE FOR ANY LOST, MISDIRECTED, OR STOLEN FUNDS DUE TO WIRE FRAUD OR INCORRECT WIRING INSTRUCTIONS. YOU ARE RESPONSIBLE FOR CONFIRMING IN PERSON OR BY TELEPHONE ANY WIRING INSTRUCTIONS PROVIDED TO YOU. YOU HEREBY ACKNOWLEDGE RECEIPT OF THIS POLICY AND AGREE TO HOLD HARMLESS AND INDEMNIFY US FOR ANY AND ALL LOSSES, CLAIMS, OR LIABILITIES RELATED TO FALSE, INACCURATE OR INCORRECT WIRING INSTRUCTIONS.

Signed Acknowledged and agreed to: \_\_\_\_\_ Date: \_\_\_\_\_  
Typed Name: \_\_\_\_\_

Signed Acknowledged and agreed to: \_\_\_\_\_ Date: \_\_\_\_\_  
Typed Name: \_\_\_\_\_