



Quick Reference Guide for Reporting Persons

Are You a Reporting Person?



The person responsible for filing a Real Estate Report is known as the “reporting person,” one of a limited number of persons who play specified roles in the reportable transfer. Only one person in a given transaction is deemed to be the reporting person, and that person is required to report. The reporting person can be identified in one of two ways:

Reporting Cascade:

- A list of seven different functions that a real estate business or professional may perform in a reportable transfer of residential real property (see below).
- If a person is performing the first function described in the cascade, then that person would be the reporting person. If no person performing the first function described in the cascade is involved in the transfer, then the reporting person would be the person that performs the second described function, if any, and so on down the cascade.
- If none of the functions set out in the cascade are performed for a given reportable transfer of residential real property, a Real Estate Report is not required to be filed.

Designation Agreement:

- A person that performs a function described in the reporting cascade may choose to enter into a written agreement that designates another person that performs a function described in the reporting cascade as the reporting person.

Does the reportable transfer involve...

