



**REFERRAL AGREEMENT BETWEEN AGENT / BROKERAGE AND INSTRUCTIONS TO BROKERAGE BOOKKEEPER/ESCROW COMPANY FOR COMMISSION DISBURSEMENT**

( ) SELLER REFERRAL ( ) BUYER REFERRAL ( ) SELLER & BUYER REFERRAL

Referral Period Begins \_\_\_\_\_ and Ends \_\_\_\_\_  
 (Referral Period begins on signature date, email out date, or fax confirmation date, and/or ends 365 days later if left blank)

	Referring	Accepting
Agent Name		
Agent Phone		
Agent Fax or Email		
Company Name		Realteam Real Estate Center
Address		( ) 296 W Sunset Ave, Suite 14 ( ) 9209 E Mission Ave, Suite E
City/State/Zip		( ) Coeur d'Alene, ID 83815 ( ) Spokane, WA 99216
Broker Name		Steve Ayles
Office Manager		Dan Tesulov (ID), Mimi Fisher (WA)

\*Client / Prospect: \_\_\_\_\_ Phone/Email: \_\_\_\_\_

Address: \_\_\_\_\_

**TERMS AND INSTRUCTIONS TO BOOKKEEPER:** If Client/Prospect enters into a Purchase and Sale Agreement and Escrow is opened using the services of the accepting agent within the referral period, and the sale is completed within 90 days of the end of the referral period, the following fee(s) shall be paid to the referring agent/brokerage from the selling side commission as follows:

- \$ For properties with a sales price of \$150,000 or greater **and** a base referred transaction side commission rate of 3% or greater, a referral fee in the amount of \_\_\_\_\_% (25% if left blank) of the base referred transaction side commission. Referral fee shall be increased to \_\_\_\_\_% (25% if left blank) if the buyer client purchases one of accepting agent's own listings.
- \$ For properties with a sales price of \$149,999 or less **and/or** a base referred transaction side commission rate of 2.99% or less, a referral fee in the amount of \_\_\_\_\_% (25% if left blank) of the base transaction side commission or \$\_\_\_\_\_ (\$750 if left blank), whichever is greater. Increased to \_\_\_\_\_% (25% if left blank) of the base transaction side commission or \$\_\_\_\_\_ (\$750 if left blank) if the buyer client purchases one of accepting agent's own listings.

Selling bonuses ( ) SHALL or ( ) SHALL NOT (shall if not selected) be included as part of the base transaction side commission. The title company shall be instructed to issue the referral fee directly to the referring agency brokerage at the time of settlement. In compliance with state laws, referring agency / brokerage must be a licensed brokerage in good standing through entire referral period to receive the referral fee.

**OTHER TERMS:** Accepting listing agent shall retain entire selling side commission, and any bonuses in the event that Listing Agent procures the buyer for the same listing.

**\* Accepting Agent/Brokerage Contacting Client/Prospect constitutes acceptance of the terms as written. Only one agent may refer any one client to accepting agent. In the event that multiple agents refer the same client to the same agent, only one referral fee shall be paid based on the earliest received referral.**

\_\_\_\_\_  
Accepted by Referring Agent

\_\_\_\_\_  
Acknowledged by Referring Broker or Bookkeeper

\_\_\_\_\_  
Date

\_\_\_\_\_  
Accepted by Accepting Agent

\_\_\_\_\_  
Acknowledged by Accepting Broker or Bookkeeper

\_\_\_\_\_  
Date



**REFERRAL AGREEMENT BETWEEN AGENT / BROKERAGE AND INSTRUCTIONS TO BROKERAGE BOOKKEEPER/ESCROW COMPANY FOR COMMISSION DISBURSEMENT**

( ) SELLER REFERRAL ( ) BUYER REFERRAL ( ) SELLER & BUYER REFERRAL

Referral Period Begins \_\_\_\_\_ and Ends \_\_\_\_\_  
 (Referral Period begins on signature date, email out date, or fax confirmation date, and/or ends 365 days later if left blank)

	Referring	Accepting
Agent Name		
Agent Phone		
Agent Fax or Email		
Company Name	Realtam Real Estate Center	
Address	( ) 296 W Sunset Ave, Suite 14 ( ) 9209 E Mission Ave, Suite E	
City/State/Zip	( ) Coeur d'Alene, ID 83815 ( ) Spokane, WA 99216	
Broker Name	Steve Ayles	
Office Manager	Dan Tesulov (ID), Mimi Fisher (WA)	

\*Client / Prospect: \_\_\_\_\_ Phone/Email: \_\_\_\_\_

Address: \_\_\_\_\_

**TERMS AND INSTRUCTIONS TO BOOKKEEPER:** If Client/Prospect enters into a Purchase and Sale Agreement and Escrow is opened using the services of the accepting agent within the referral period, and the sale is completed within 90 days of the end of the referral period, the following fee(s) shall be paid to the referring agent/brokerage from the selling side commission as follows:

- \$ For properties with a sales price of \$150,000 or greater **and** a base referred transaction side commission rate of 3% or greater, a referral fee in the amount of \_\_\_\_\_% (25% if left blank) of the base referred transaction side commission. Referral fee shall be increased to \_\_\_\_\_% (25% if left blank) if the buyer client purchases one of accepting agent's own listings.
- \$ For properties with a sales price of \$149,999 or less **and/or** a base referred transaction side commission rate of 2.99% or less, a referral fee in the amount of \_\_\_\_\_% (25% if left blank) of the base transaction side commission or \$\_\_\_\_\_ (\$750 if left blank), whichever is greater. Increased to \_\_\_\_\_% (25% if left blank) of the base transaction side commission or \$\_\_\_\_\_ (\$750 if left blank) if the buyer client purchases one of accepting agent's own listings.

Selling bonuses ( ) SHALL or ( ) SHALL NOT (shall if not selected) be included as part of the base transaction side commission. The title company shall be instructed to issue the referral fee directly to the referring agency brokerage at the time of settlement. In compliance with state laws, referring agency / brokerage must be a licensed brokerage in good standing through entire referral period to receive the referral fee.

**OTHER TERMS:** Accepting listing agent shall retain entire selling side commission, and any bonuses in the event that Listing Agent procures the buyer for the same listing.

**\* Accepting Agent/Brokerage Contacting Client/Prospect constitutes acceptance of the terms as written. Only one agent may refer any one client to accepting agent. In the event that multiple agents refer the same client to the same agent, only one referral fee shall be paid based on the earliest received referral.**

\_\_\_\_\_  
Accepted by Referring Agent

\_\_\_\_\_  
Acknowledged by Referring Broker or Bookkeeper

\_\_\_\_\_  
Date

\_\_\_\_\_  
Accepted by Accepting Agent

\_\_\_\_\_  
Acknowledged by Accepting Broker or Bookkeeper

\_\_\_\_\_  
Date