



REALTY HQ REFERRAL AGREEMENT

1. CONTACT INFORMATION

CLIENT NAME/S:	EMAIL:
HOME ADDRESS:	CITY:
PHONE:	STATE: ZIP:

Agent #1 (Paying Agent Below)

AGENT #1 NAME:	EMAIL:
ADDRESS:	CITY:
PHONE:	STATE: ZIP:
COMPANY:	OFFICE:

Agent #2

AGENT #2 NAME:	EMAIL:
ADDRESS:	CITY:
PHONE:	STATE: ZIP:
COMPANY:	OFFICE:

2. REFERRAL AGREEMENT TERMS

Compensation:

Agent #1 Company agrees to pay Agent #2 Company a referral fee of _____ (\$ or %) of the transaction side(s) commission paid to their Company at the close of escrow.

Type of Referral (check all that apply):

- ☐ purchasing real property, including land and new construction, for the CLIENT
- ☐ selling real property owned by the CLIENT

Number of Transactions (check one):

- ☐ only one (1) real estate transaction that occurs during the Term Period
- ☐ all real estate transactions that occur during the Term Period

Term:

This Agreement is effective as of the Effective Date below and terminates on _____ (date) ("Term Period").

Payment Obligations:

- Agent #2 shall not be entitled to receive any referral fee payment under this Agreement until a properly completed and executed IRS Form W-9 has been delivered to Agent #1's brokerage. Payment of any referral fee is conditioned upon Agent #1's brokerage having received the W-9 form from Agent #2 or Agent #2's brokerage.
- Agent #2 will not be paid until Agent #1 is paid a commission, fee, or bonus on the real estate transaction.
- If the CLIENT is under contract but not closed as of the expiration of the Term Period, the Term Period extends until closing or cancellation.



- Agent #1 will pay the referral fee within 15 days of receiving compensation and a completed W-9 form from Agent #2.

Attorney's Fees and Costs:

The prevailing party in litigation arising from this Agreement shall be entitled to recover costs and attorney's fees, except those incurred in mediation/arbitration.

Entire Agreement:

This Agreement contains the entire agreement between the parties concerning the subject matter. Amendments must be in writing, signed by all parties.

Governing Law:

This Agreement will be governed by the laws of the State of Utah.

Additional Terms:

Effective Date:

This Agreement becomes effective upon signing by both parties below.

3. SIGNATURES

Agent#2 Signature: _____ Date: _____

☐ Agent #2 Brokerage w9 is attached ☐ Agent #2 Brokerage w9 will be sent separately

APPROVED by:

Agent #1 Signature: _____ Date: _____

Agent #1 Broker Signature: _____ Date: _____