

REAL ESTATE REFERRAL FEE AGREEMENT (USA)

Compliant with Broker-to-Broker State Licensing Laws & RESPA Guidelines

This Broker-to-Broker Referral Agreement is entered into by and between the licensed brokerages listed below and is legally binding upon final execution by both managing brokers.

1. REFERRING & RECEIVING BROKERAGE DETAILS

REFERRING BROKERAGE (US)	RECEIVING BROKERAGE (US)
Company / Brokerage Name: _____	Company / Brokerage Name: _____
Managing Broker: _____	Managing Broker: _____
Agent Name: _____	Agent Name: _____
State License #: _____	State License #: _____
Phone / Email: _____	Phone / Email: _____

2. REFERRED CLIENT (PROSPECT) INFORMATION

Prospect Full Name: _____

Phone Number: _____

Email Address: _____

Prospect Type: ☐ Buyer ☐ Seller ☐ Tenant / Renter

Notes / Target Area: _____

3. REFERRAL FEE AND USA COMPLIANCE TERMS

Referral Percentage: In consideration for the lead introduction, the Receiving Brokerage agrees to pay the Referring Brokerage a split equal to _____% of the gross commission earned by the Receiving Brokerage on the final transaction, before any internal agent-broker splits or team fees are subtracted.

Licensing & Compensation Compliance: Both parties warrant that they hold active, valid real estate broker/brokerage licenses in their respective states. Pursuant to state licensing regulations, all fees must be paid broker-to-broker. The Receiving Brokerage shall issue an IRS Form 1099-NEC to the Referring Brokerage if the total fees paid equal or exceed \$600 within a calendar year.

Term & Expiration: This agreement is valid for _____ months from the date of final signature. If a contract to purchase, sell, or lease is executed within this window, the fee is fully earned.

Payment Timeline: The referral fee shall be disbursed directly from closing escrow/settlement, or paid by the Receiving Brokerage within _____ days of receiving cleared commission funds.

4. AUTHORIZED US MANAGING BROKER SIGNATURES

REFERRING BROKERAGE AUTHORIZATION

Authorized Broker / Manager Signature

Printed Name: _____

Date: _____

RECEIVING BROKERAGE AUTHORIZATION

Authorized Broker / Manager Signature

Printed Name: _____

Date: _____

This is for informational purposes only.