

REAL ESTATE REFERRAL FEE AGREEMENT (CANADA)

Compliant with Provincial Brokerage Rules, CRA T4A, and GST/HST Regulations

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

1. REFERRING & RECEIVING BROKERAGE DETAILS

REFERRING BROKERAGE (CANADA)	RECEIVING BROKERAGE (CANADA)
Brokerage Name: _____	Brokerage Name: _____
Managing Broker: _____	Managing Broker: _____
Agent Name: _____	Agent Name: _____
Provincial License #: _____	Provincial License #: _____
GST / HST Registration #: _____	GST / HST Registration #: _____

2. REFERRED CLIENT (PROSPECT) INFORMATION

Prospect Full Name: _____

Phone Number: _____

Email Address: _____

Prospect Type: ☐ Buyer ☐ Seller ☐ Tenant / Renter

Notes / Province & City: _____

3. REFERRAL FEE AND CANADIAN TAXATION TERMS

Referral Percentage: In consideration for the lead introduction, the Receiving Brokerage agrees to pay the Referring Brokerage a fee equal to _____ % of the gross commission earned by the Receiving Brokerage on the final transaction, before internal splits.

CRA Tax & GST/HST Clause: The referral fee is a business service and is **subject to applicable GST/HST**. The Referring Brokerage must provide its GST/HST registration number, and the Receiving Brokerage shall add the appropriate provincial tax rate to the referral payment amount. The paying brokerage will issue a CRA T4A Slip (Box 048) if the gross amount exceeds \$500 CAD in a calendar year.

Term & Expiration: This agreement remains valid for _____ months from execution. If the prospect transacts real estate through the Receiving Brokerage within this term, the fee is fully due upon completion.

Payment Timeline: Payment along with relevant tax adjustments shall be disbursed within _____ days after the transaction closes and commission funds clear.

4. AUTHORIZED CANADIAN BROKERAGE 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.