

THE REAL ESTATE STORE

Licensed Real Estate Broker

COMMISSION DISBURSEMENT AUTHORIZATION

Submit This Form With A Fully EXECUTED Contract (Not With An Offer)

Property Address: _____

Buyers Name: _____

Sellers Name: _____

Sales Price: \$ _____ List Price: \$ _____

Listing Office: _____

Listing Agent: _____ Listing Agent Email: _____

Listing Agent Phone: _____ Listing Commission: % or \$ _____

Selling Office: _____

Selling Agent: _____ Selling Agent Email: _____

Selling Agent Phone: _____ Selling Agent Commission % or \$: _____

Closing Date: _____ Effective Contract Date:(day of last signature) _____

Title/Escrow Company/Attorney Name & Contact: _____

Phone: _____ Email: _____

Include a Copy Of Referral Company W-9 Form If Applicable

COMPLETE THIS BOX WHEN A REFERRAL IS DUE

REFERRAL DUE LISTING SIDE: SELLING SIDE: REFERRAL DUE: \$ _____

AGENT RECEIVING REFERRAL: _____ PHONE: _____

COMPANY: _____ ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

COMPANY TAX ID: _____

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ALL ITEMS WITH ASTERISK (*) ARE REQUIRED

- *Fully executed Contract – Signed, Initialed & Legible (Include All Addendum & Disclosures)
 - *Buyers Agreement (if applicable)
 - *Important Dates Worksheet
 - *TRES Company Disclosures
 - HOA Addendum/Disclosure (if applicable)
 - Condo Disclosure/3 day review (if applicable)
 - FHA/VA Financing Addendum “For Your Protection, Get a Home Inspection” (if applicable)
 - *Lead Based Paint Addendum if Built Prior to 1978 (Not applicable if built after 1978) Disclosure of
 - Personal Interest in Property (Related to Buyer/Seller – Personal use/investment)
 - *Sellers Property Disclosure (Required only if one exists from seller)
 - Flood Zone Disclosures
 - *Signed Closing Statement (Required)
 - Copy of Referral Agreement (if applicable)
- *Merge All Applicable Documents into One File (Must Be Legible)

COMMISSION DISBURSEMENT INSTRUCTIONS

\$195 Transaction Fee per side. If you have both sides the Transaction Fee = \$390

Sales Price: \$ _____ Total Commission \$ _____

Company Portion: \$ _____ Zero (\$0) if capped. Transaction Fee: \$ _____

TRES Associate #1 NAME: _____ AMOUNT: \$ _____

TRES Associate #2 NAME: _____ AMOUNT: \$ _____

TRES Associate #3 NAME: _____ AMOUNT: \$ _____

TRES Associate #4 NAME: _____ AMOUNT: \$ _____

TRES Associate #5 NAME: _____ AMOUNT: \$ _____

Attach All Applicable Documents As One File Here

Missing or Illegible Documents Will Cause Delays

IMPORTANT: The title company/closing agent can wire commission directly into **TRES Bank of America** account. Agents can also deposit commissions into **TRES Bank of America** account. Commissions can be mailed to the office by the title company/closing agent. Commissions will be paid once they clear. All commissions are paid through direct deposit (no exceptions). Commissions typically take 2-3 business days to land into agent accounts. Holidays and deposits made after business hours may cause delays.