

Receiving Agent Information

Agent Name: _____
Office Name: _____
Address: _____
City: _____ State: _____
Country: _____ Zip: _____
E-Mail: _____
Primary Phone: _____
Work Phone: _____
Cell Phone: _____

Referring Agent Information

Agent Name: _____
Office Name: _____
Address: _____
City: _____ State: _____
Country: _____ Zip: _____
E-Mail: _____
Primary Phone: _____
Cell Phone: _____
Referring Office Tax ID: _____

Client Information Client is: Buyer Seller Buyer/Seller

Name: _____
Address: _____
City: _____ State: _____
Country: _____ Zip: _____
E-Mail: _____
Additional Information: _____

Current Home Phone Number: _____
Current Work Phone Number: _____
Cell Phone Number: _____
Adults in Move: _____
Children in Move: _____
Next Date of Home Finding Trip: _____
Expected Move Date: _____

Desired Property Information

Price Range: _____ Est. Down Payment: _____ Desired Monthly Payment: _____
Preferred Home Style: Single Family Home: Condo/Town Home: Other: _____

Current Property Information

Estimate Property Listing: _____ Must Clients Sell First: _____
Has Been Pre-Qualified? _____ Lender Information: _____
Reason For Move: _____

Referral Agreement Details

An agreed upon referral fee of: _____ will be paid by the receiving agent to the referring agent.

The referral fee will be based on: Listing: _____ Selling: _____ Commission: _____

Referring Agent Signature: _____ Date: _____

Receiving Agent Signature: _____ Date: _____

Notes