

Policies and Procedures

- Referral Associates must send and receive referral fees through Referall.
- Referall will pay a referral fee only to a licensed real estate agent and only with proof of licensure.
- Referall will accept a referral fee only from a licensed real estate brokerage and only with proof of licensure.
- Referall Associates agree not to directly sell real estate to buyers and will not list property for sale but will work as referring agents only. **Do not work with the client.**
- If you refer a buyer, your fee is based on the selling portion of the commission, if you refer a seller; it is based on the listing portion. (Even if the full time agent has both sides of the transaction, selling the referred client his or her own listing, we are paid only the side you referred.)
- Referall is an equal opportunity employer. Referall does not discriminate in hiring practices or in our relationships with Associates from other firms on the basis of race, color, creed, national origin, age, sex, religion, handicapping conditions or familial status.
- Referall Associates are independent contractors NOT employees of Referall as evidenced by the written independent contractor agreement signed when contracting with Referall.
- All Referall Associates must meet Arizona Department of Real Estate Licensing requirements and maintain an active Arizona Real Estate License at all times. Licenses must be retained in the Referall office at all times. The associate must submit proof of license renewal to Referall. Should the Associate fail to provide Broker with proof of proper licensure, he or she is strictly prohibited from performing any acts which require a real estate license. Further, no referral fees may be paid to the Associate during any such period and any sanctions or referral forfeitures required by the ADRE shall be the full responsibility of the Referall Associate.

Referring Agent, by signing below, accepts the terms of this Contract and acknowledges receipt of a copy hereof:

Referall Agent _____ Date: _____