

**REALTOR Property Management Referral Agreement**

**Referring Brokerage**

Brokerage Name: \_\_\_\_\_ Brokerage Company ID: \_\_\_\_\_  
 Agent Name: \_\_\_\_\_ Agent ID: \_\_\_\_\_  
 Office Address: \_\_\_\_\_ City: \_\_\_\_\_ AZ Zip: \_\_\_\_\_  
 Agent Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**Client Information**

Client Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Property Address: \_\_\_\_\_ City: \_\_\_\_\_ AZ Zip: \_\_\_\_\_

**Receiving Brokerage**

Brokerage Name: **Taylor Street Property Management** Brokerage Company ID: **tsm1001**  
 Mailing Address: **485 S Watson RD STE 103-409** City: **Buckeye** AZ Zip: **85326**  
 Phone #: **602-603-9761** Email: **ssia@taylorst.com**

**TERMS & CONDITIONS**

**Referral Fee:** In consideration for receipt of the referral of a Client, Receiving Brokerage agrees to pay Referring Brokerage **\$300** (“Referral Fee”). Along with payment of Referral Fee, Receiving Brokerage shall provide to the Referring Brokerage a copy of the executed management agreement, and a copy of the executed lease agreement; and move-in funds received by placed tenant.

**Term:** This referral agreement shall commence on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ and shall end on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (“Term”). If Client is party to a fully executed lease agreement through the Receiving Brokerage after the expiration of the Term, Referral will be paid regardless of lease sign date.

**Conditions of Payment:** Subject to the Referring Brokerage’s compliance with the terms and conditions set forth herein, Referral Fee shall be paid by Receiving Brokerage to Referring Brokerage within ten (10) business days of the move-in funds received by placed tenant. Referral Fee shall be paid only the first time for each new property involving the Client.

**Required Documents:** As a condition of payment of Referral Fee, Referring Brokerage shall provide to Receiving Brokerage a completed IRS Form W-9.

**Guaranteed Return of Referred Client:** If the Referring Brokerage is unable or unwilling to service the Client, Receiving Brokerage shall immediately notify Referring Brokerage and shall not refer client to any other brokerage or salesperson; OR, in the event Receiving Brokerage services the client, Receiving Brokerage at the

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end of their service of Client shall not refer Client to any other brokerage, salesperson, including other Taylor Street Brokerage not related to property management.

**Jurisdiction:** The Referral Fee Agreement shall be governed by Arizona law and jurisdiction is exclusively conferred on the State of Arizona.

**Arizona Law:** A.R.S. 32-2155(A) mandates a broker shall employ and pay only active licensees, and a licensee shall accept employment and compensation as a licensee only from the legally licensed broker to whom the licensee is licensed. A.R.S. 32-2155(B) prohibits a person, firm or corporation from paying or delivering compensation for licensed activity to anyone who is not licensed at the time the service is rendered.

**Copies and Counterparts:** A fully executed facsimile or electronic copy of the Referral Fee Agreement shall be treated as an original contract. The Referral Fee Agreement may be executed by facsimile or other electronic means and in any number of counterparts. All counterparts shall be deemed to constitute one instrument, and each counterpart shall be deemed an original.

**Entire Agreement:** This Referral Fee Agreement, and any addenda and attachments, shall constitute the entire agreement between Receiving Brokerage and Referring Brokerage, shall supersede any other written or oral agreements between Receiving Brokerage and Referring Brokerage, and can be modified only by a writing signed by all parties. Invalidity or unenforceability of one or more provisions of the Referral Fee Agreement shall not affect any other provisions of this Referral Fee Agreement.

The undersigned agree to the terms and conditions set forth herein.

\_\_\_\_\_  
Agent of Referring Brokerage

\_\_\_\_\_  
Broker of Referring Brokerage

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Agent of Receiving Brokerage

\_\_\_\_\_  
Broker of Receiving Brokerage

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name