



COMPANY REFERRAL (IN-COMING)

Accepting Agent: Leslie Smith & Mia McCarthy / The Beach Group

Accepting Office: Remax Premier Properties

Main Office #: 410-524-6700

Direct Line #: 410-251-8688 / 443-497-0182

Fax #: 410-524-4700

Referring Agent: _____

Referring Office: _____

Phone #: _____ **Fax #:** _____

Alternate Phone #: _____

Buyer Seller

Client/Customer: _____

Address: _____

City/State/Zip: _____

Phone #: Home _____ **Cell** _____

Office _____ **Fax** _____

E-Mail: _____

Comments: _____

This letter is to confirm our acceptance of the referral arrangement on the above Referenced client/customer. In accepting this referral, we have agreed to a _____% listing/selling/referral fee to be paid when the transaction has settled.

We will give this referral prompt, courteous, and professional service. Please feel free to contact us about the transaction.

Please sign and return a copy, keeping the original for your files.

Thank you for your business.

Signature of Accepting Agent Date

Signature of Referring Agent Date

Signature of Accepting Manager Date

Signature of Referring Manager Date