

Sales Report

Congratulations! Please carefully fill out this sales report as this is what we use to create your commission disbursement authorization to escrow.

PROPERTY FULL ADDRESS:

AGENT'S NAME:

_____/OFFICE: _____

AGENT'S COMPENSATION PLAN: 100% RAPP MENTOR OTHER TYPE:

RESIDENTIAL REO/BANK OWNED SHORT SALE CASH COMMERCIAL NEW HOME

EXPECTED COE: _____ DATE LISTED: _____

DATE SOLD: _____ SALES PRICE: \$ _____

SELLER'S INFORMATION

NAME: _____

LISTING AGENT INFORMATION

NAME/CO: _____

ESCROW INFORMATION:

COMPANY: _____

OFFICER'S NAME: _____

PHONE/FAX/EMAIL: _____

BUYER'S INFORMATION

NAME: _____

BUYER'S AGENT INFORMATION

NAME/CO: _____

LENDER INFORMATION:

COMPANY: _____

LENDER'S NAME: _____

PHONE/FAX/EMAIL: _____

COMMISSION DISBURSEMENT DETAILS

AGENT'S NAMES	AGENT A:	AGENT B:
TOTAL COMMISSION		
REFERRAL FEE: % OR FLAT FEE_\$		
SUBTOTAL:		

E&O INSURANCE:	\$125.00	\$125.00
ADMIN FEE: 4.98% <input type="checkbox"/> 5.98% <input type="checkbox"/>		
TRANSACTION COORDINATOR FEE		
REVIEW & STORAGE FEE		
RAPP FEE %:		
CMN DONATION/RENT/OTHER		
CREDIT TO BUYER OR SELLER		
TOTAL TO ADMIN:		
NET AGENT COMMISSION:		
TOTAL COMMISSION:		
PERSONAL PROCESSING FEE: \$ _____		

Please note this fee must be listed on page 2 of the RE/MAX Addendum

OUTSIDE REFERRAL INFORMATION

BROKERAGE NAME: _____

AGENT'S NAME: _____

ADDRESS: _____

TAX ID: _____

Please note you must obtain a W9 from the brokerage you are sending a referral to. Per DRE we cannot pay a salesperson directly only a brokerage/broker with an active DRE license status.

QUESTIONS? CALL 805-339-3519