



6180 Brent Thurman Way, STE. 100 Las Vegas Nevada 89148

Independent Contractor Agreement and Policy Manual

Associate name: _____

Associate email: _____
(For all contact)

Associate current home address: _____

_____ **Zip:** _____

Associate phone: _____

We are a limited services real estate company, sometimes referred to as a license hanging company. The **real estate services which our associates may engage** in are as follows:

1. Associates may represent buyers at a new home community.
2. Associates may refer resale buyers to active agents.
3. Associates may refer listings to active agents.

Associates are not allowed to engage in the following activities:

1. Any type of listing.
2. Any buyer representation other than in a new home community.
3. Property management of any type except for their own property.

Commission Splits: All referral fees and earned commissions from the sale of a new home will be paid to associate on a 90/10 basis. The associate shall be paid 90% of the gross commission and the company shall retain 10% of the gross commission.

Annual fee: The annual fee for license hanging is \$99.00 and you will be billed once a year approximately 30 days before your anniversary date. The fee will be due in full by your anniversary date. Your notice will be emailed to you. All checks should be made payable to Referral Real Estate.

Legal fund and E & O: In addition to the split, the associate shall also contribute \$100 towards the E & O fund on new home sales only, NOT on incoming referral checks. In the event associate is involved in any litigation which involves the company, associate is 100% responsible for payment of deductible. (up to \$5,000.)

Legal and ethical responsibility: All associates shall adhere to all of the laws, principles and practices as defined in NRS 645 and NAC 645. Associates who are engaging in the practice of real estate are responsible to stay up to date on changes in the laws of Nevada affecting real estate. Associates are responsible for their license renewal with the state and their continuing education requirements.

X _____
Initials

Advertising: Associate shall submit to Broker for written approval any and all contemplated advertising or marketing/promotional materials prior to any distribution. This includes any and all digital media..

Automobile: In the event that Associate is or will be selling new homes, they are responsible for furnishing their own automobile and paying all related expenses and maintain liability and property damage insurance within minimum coverage amount of \$300,000. Broker shall be named as an additional insured in Associate's automobile insurance policy and Broker shall be notified in the event of cancellation. Associate agrees to indemnify and hold Broker harmless from any and all liability, including reasonable attorney's fees.

Education and training: The Company will make training and education, including some live CE classes, available. The Training and CE classes are available through our Sister Company, KWRS.

State and/or County Taxes or License Fees: Associates are personally responsible for paying any County and State assessed license fees or taxes related to their real estate license.

Transfer Fee: There is currently a transfer fee of \$20.00 payable to the real estate division to transfer your license to your new real estate office.

Payment of Commissions: All referral fees and payment of commissions shall be within two business days after a complete file and check have been received. All Associates must be current on their fees in order to be paid or said fee will be deducted from commissions.

Dealing on your own account: Our errors and omissions insurance will not be available to Associates when selling or buying property on your own account. Unless specifically authorized in writing, the Company will not tender a defense or otherwise insure your conduct when you are dealing on your own account or outside the guidelines stated above.

Use of WEBSITE: The Company Website will answer other questions and provide all the forms you'll need to refer, including referral forms and a W-9, for the builder or other Broker.

www.RRELV.com

Total paid at time of signing: \$ _____

For payment / future automatic billing:

Name on card: _____

Credit Card #: _____ () Visa () Master Card

Billing address: _____
(ADDRESS # and STREET) (CITY) (STATE) (ZIP)

Expiration date: ____ / ____ : CVV # ____
(Month / Year)

Associate: _____ **Date:** _____

Broker: _____
JC Melvin