DouglasElliman

# Texas Commission Modification Request for a Listing

This form **must** be submitted to your Sales Manager **prior** to signing a Listing Agreement when requesting a modification to the broker's commission of less than 3% on the list side. A $500 transaction fee will apply. If you sign a Listing Agreement with a modification **without prior approval** from your Sales Manager, then the difference in the commission payable to Douglas Elliman and the co- broker **will be paid solely by you**.

Agent Name: _____

Sales Manager: _____

Client Name: _____

Property Address: _____

List or Purchase Price/Lease Amount: _____ **Referral (Y/N):** _____

Total commission (after modification): _____% for DE and _____% for Co-Broker if any.

**$500 Transaction Fee Paid by**: Seller ☐ DE Agent ☐

**Amount and Reason for the Modification Request:**

☐ _____

_____

☐ This is my personal residence or investment property that I am eligible for under the current Douglas Elliman Texas Sales Associate Handbook policy, and I agree to pay the fee(s) reflected therein. ($500 flat fee + 6% Corporate Fee) (Only one (1) sale and one (1) purchase of a personal residence, or one (1) lease of a personal residence will be allowed for each Sales Associate during any twenty-four (24) month period of such Sales Associate's association with DE).

**This section must be completed by Sales Manager:**

☐ Approved without revision.

☐ Approved, but with a modification of _____

☐ Approved, but the agent will pay the difference in the commission payable to Douglas Elliman and the co-broker.

☐ Not Approved

_____ _____

Sales Manager's Signature Date