

**Richard T Kiko Agency Inc.**  
**Auction Buyer Referral Policy**

Effective August 12, 2024

TERMS OF REFERRAL AGREEMENT between the Richard T Kiko Agency, Inc. ("KIKO") and referring Broker are as follows:

- 1 Referral FEE shall be paid as offered on this document for this specific auction only  
7 % of purchase price or a flat fee of \$                     .
- 2 This form letter must be received by KIKO at a minimum of 48 hours prior to the time and date of the auction or it will not be valid.
- 3 Potential BUYER must sign the legible and fully completed referral form or it will not be valid
- 4 This is a referral fee only; KIKO does not authorize or permit any agency representation to be created between KIKO and the referring Broker
- 5 If a potential buyer makes contact with a KIKO Agent regarding the subject property prior to KIKO receiving a fully executed referral form, KIKO will NOT pay a referral fee.
- 6 Referred Buyer must register as a bidder and be present at auction.
- 7 Referred Buyer must make final accepted bid, sign purchase agreement, and close the transaction to entitle referring agent to referral fee.
- 8 The referring agent is not required to be present at auction
- 9 All parties understands that broker fees and commissions are not set by law and are fully negotiable, and may be paid by seller, the buyer, the landlord, the tenant, or a third party, or by sharing or splitting the fees and commissions between brokers.

**LETTER OF REFERRAL**  
**RICHARD T KIKO AGENCY INC. REAL ESTATE AUCTION SALE**  
**Must be legible and completed in its entirety or will be VOID**

DATE & TIME RECEIVED \_\_\_\_\_

REAL ESTATE COMPANY NAME \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_ STATE & ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

AGENT'S NAME \_\_\_\_\_ PHONE \_\_\_\_\_

REFERRED BUYER NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY \_\_\_\_\_ STATE & ZIP \_\_\_\_\_

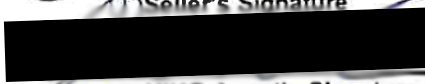
AUCTION DATE: \_\_\_\_\_

AUCTION LOCATION: \_\_\_\_\_



Seller's Signature

\_\_\_\_\_  
Potential Purchasers Signature



KIKO Agent's Signature

\_\_\_\_\_  
Referral Agent's Signature

Please fax to (330) 453-1765 or email PDF to: [kiko@kikocompany.com](mailto:kiko@kikocompany.com)  
Questions please call Office: (330) 453-9187