

# Agent Referral Sheet



## Referral Guidelines

1. To refer a potential landlord, please complete this form and return it to Atlanta Peach Management.
2. You are eligible for a referral award only if you are licensed real estate sales person or broker.
3. If Atlanta Peach Management is hired as the management company and a tenant is procured or the property is occupied by a tenant that is current on their rental payments.
4. Agents that procure a tenant are not eligible for an additional \$60.00 referral fee.
5. Only one referral fee can be given per landlord. If the landlord is referred by more than one agent or broker, the first referral received will be the one rewarded if the management company is hired.
6. Our agent referral rates are based on applicants that are approved and have signed an executed Atlanta Peach Management (APM) 12 month agreement and rendered to APM all security deposits and 1<sup>st</sup> month rent required to move-in to our rental resident.

## Agent Information

Agent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Agent's  
Company: \_\_\_\_\_ Broker: \_\_\_\_\_

Agent Address: \_\_\_\_\_ Telephone  
Number: \_\_\_\_\_

**Company's Tax Identification Number:**

**AGENTS REAL ESTATE LICENSE:**

I certify that I am a active licensed real-estate agent with the state of Georgia: \_\_\_\_\_

## Referral Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone  
Number: \_\_\_\_\_

Service Desired: \_\_\_\_\_

List any specifics, special accommodations or general information that the management company needs to know about the referral:

## Office Use Only

Amount Rented : \_\_\_\_\_ Leased  
Lease Date: \_\_\_\_\_  
Ends: \_\_\_\_\_ Length of  
Lease: \_\_\_\_\_

**Disclosure:** All Co-Op Agents that are receiving a Tenant Placement Referral fee must be licensed through the state of Georgia and must actively work under a Real Estate Broker that is licensed through the state of Georgia. We do not render Co-op fees to an unlicensed person of any sort.

**Agent's Referral PLEASE FAX THIS FORM TO: 678-954-8035!**