



Realtor Referral Program Policy

Introduction

1. This Nicodi Management Realtor Referral Program Policy (the "Policy") outlines the terms and conditions governing the participation of real estate agents in the Nicodi Management Realtor Referral Program (the "Program").

Eligibility

2. Participation in the Program is open to real estate agents who are duly licensed and in good standing with the relevant regulatory authorities.

Referral Process

3. To be eligible for referral fee redemption, real estate agents must complete the Realtor Referral web-based form or submit referrals through the Nicodi Management website. This form must provide all requisite client information. Referrals must be made prior to (1) any initial contact between the referred client and Nicodi Management and (2) referral fee compensation is dispersed.
4. https://nicodimanagement.na4.documents.adobe.com/public/esignWidget?wid=CBFCIBAA3AAABLblqZhC2KIQO43pST_WK43mgTCJSQYf6Zj4B2Bjs9bkyPpCqlfYPakrD7qmaiQDcjNQ5zE*

Referral Fee Structure

5. Participating real estate agents are eligible to receive referral fees equivalent to 25% of the annual management fee percentage earned from referred clients' contracts with Nicodi Management. Referral fees are applicable only for referred properties. These fees will be calculated based on the effective gross rent at the time of the management agreement's execution and will be paid upfront for the fixed duration of the contract year. Any referral fees that exceed the threshold of \$2,500.00 may be subject to a monthly payout structure rather than disbursed in a lump sum. Referrals Payment is subject to the conditions outlined in this Policy.

Management Agreement Requirement

6. Prior to the disbursement of any referral fee, a management agreement must be duly executed between Nicodi Management and the referred client. Failure to execute a management agreement between the referred client and Nicodi Management renders the referral ineligible for referral fee disbursement.

Client Ownership

7. Referred clients shall remain the clients of the referring real estate agents. Nicodi Management shall refrain from engaging in real estate sales transactions with referred clients for as long as the client and real estate agent have a working professional relationship.

Compliance

8. Participating real estate agents are obligated to comply with all applicable laws, regulations, and ethical standards governing real estate transactions and referrals.

Confidentiality

9. Any client information provided by participating real estate agents shall be treated with utmost confidentiality and utilized solely for the purpose of administering the Program.

Agreement

10. By participating in the Program, real estate agents agree to abide by the terms and conditions set forth in this Policy.

Contact Information

11. For inquiries or assistance regarding the Program, real estate agents may contact Nicodi Management at administration@nicodimanagement.com

Disclaimer

12. Participation in the Program does not guarantee referral fees. Referral fees are subject to the conditions outlined in this Policy and may vary depending on the terms of the management agreement and the actions of the referred client.

Acceptance of Terms

13. Real estate agents acknowledge and accept the terms and conditions of the Program by submitting referrals to Nicodi Management.