



REQUEST FOR COMMISSION AT CLOSING

Exclusively for a Medley & Kosakoski, LLC Closing

This form enables a Robinson Realty Group Agent to proceed with his/her closing and receive the Agent commission check at the closing table immediately following a successful closing at the law office of Leonard Medley at his venue of Overlook II, 2839 Paces Ferry Road, Suite 890, Atlanta, GA 30339, 770-319-7592. **This form must be received, approved by TRRG Office Manager, TRRG Agent, and TRRG Principal Broker seven (7) days prior to closing. Permission for release of commission must be submitted to Leonard Medley no later than 48 hours prior to said closing. Agent must also confirm Leonard Medley's receipt of the request worksheet.**

For TRRG Agent to Complete:

Closing Date: _____

PROPERTY (full address): _____

NAME OF BUYER: _____

NAME OF SELLER: _____

AGENT NAME/S: 1) _____ 2) _____

TRRG Agent is a Listing ¹ or Selling ¹ or Dual Agent ¹ (check one)

WHO IS HOLDING EARNEST MONEY? _____ AMOUNT: \$ _____

COMMISSION TO TRRG: = _____ % or Flat Amount \$ _____ Bldr Bonus \$ _____
(fill in percentage or dollar amount, then circle it)

TOTAL \$ TO TRRG: = \$ _____ less EM \$ _____ = \$ _____ + Bonus \$ _____

COMMISSION SPLIT % TO AGENT #1: _____ % AGENT #2: _____ %

(Refers to Agent % vs. Company Dollar%)

FEES TO BE DEDUCTED FROM AGENT #1's CHECK:

- 1) \$ _____ for _____
- 2) \$ _____ for _____
- 3) \$ _____ for _____
- 4) \$ _____ for _____
- 5) \$ _____ for _____

_____ = TOTAL DEDUCTIONS

Total amount to Agent after fees deducted:

\$ _____

FEES TO BE DEDUCTED FROM AGENT #2's CHECK:

- 1) \$ _____ for _____
- 2) \$ _____ for _____
- 3) \$ _____ for _____
- 4) \$ _____ for _____
- 5) \$ _____ for _____

_____ = TOTAL AMOUNT OF DEDUCTIONS

Total amount to Agent after fees deducted:

\$ _____

APPROVALS: Must have three signatures to submit.

TRRG Office Manager: _____

TRRG Principal Broker: _____

TRRG Agent : _____

Total amount to pay to The Robinson Realty Group:

\$ _____

FAX TO LEONARD MEDLEY AT: 770-319-7594