

Broker Referral Fee Policy

Effective 5/1/05

Front Range Business Centers LLC (FRBC) will compensate licensed Real Estate Brokers in return for successful initial introductions and/or referrals (Referrals) of their clients not previously referred to FCEBC, which lead to an executed License Agreement. This policy is reserved for commercial real estate brokers, residential real estate brokers and agents that are duly licensed and in good standing.

- **Initial contract:**

Compensation will be calculated at 5% of the initial full-time office value fees for up to the first 12 months of license agreement term.

- **Expansions:**

Expansions that occur within the initial license agreement period and during the first 12 months will be paid at 5% of the remaining or extended license agreement term up to 12 months.

- **Active Involvement:**

Active involvement is required to participate in expansion commissions. The client will resolve questions of active involvement or conflict with other brokers.

- **Payment:**

FRBC will pay referral fees usually within 30 days of the effective date of signed license agreements. All commissions will be made payable to the brokerage company and not to the individual broker or agent. A federal tax id # or social security # is required to process commission payments.

- **Registration:**

Refer prospects to the Fort Collins Executive Business Center general manager, at (970) 232-3100. In the event two or more Brokers refer a prospect, we shall accept the first official referral received, unless instructed otherwise by the client. We reserve the right to reject a referral to the extent customer applied directly or was referred previously by another broker or channel. Submittal of a referral to FCEBC alone indicates acceptance of the terms and conditions herein. We reserve the right to amend or terminate this policy at any time without prior notice.