

Estate Agent: Introducers Agreement.

Agent Introducers Agreement – Clarified Terms for Agent Introductions and Remuneration.

This Introducers Agreement (“Agreement”) is made between London Carpentry Specialists Ltd, the undersigned Principal (“we”, “us”, or “our”), and the Estate Agent (“Agent”, “Agents” or “Introducer”), for the purpose of regulating the introduction of Homeowners to the Principal and setting out the terms under which the Introducer shall be remunerated in accordance with the relevant Option selected by the Homeowner. The Agent details are identified in Schedule 1 of this Agreement.

1. Interpretation

- 1.1.1 Agent (Introducer): The party effecting the introduction between the Principal and the Homeowner.
- 1.1.2 Homeowner: The individual or entity seeking to enter into a Licensing Agreement with the Principal, as introduced by the Agent.
- 1.1.3 Licensing Agreement: An agreement entered into between the Principal and the Homeowner, following the introduction by the Agent.
- 1.1.4 Option: The specific commercial arrangement chosen by the Homeowner, as set out in Clause 3 below.

2. Appointment and Scope

The Principal hereby appoints the Agent as an introducer under the terms of this Agreement. The Introducer’s role is strictly limited to the introduction of potential Homeowners, and nothing in this Agreement shall be deemed to create an employer/employee relationship, partnership, or joint venture between the parties.

3. Options and Remuneration

Upon the successful introduction of a Homeowner who enters into a Licensing Agreement, the following terms shall apply according to each individual Homeowner/s Licencing Agreement Option:

- 3.1.1 Option 1 – Commission Payment

3.1.2 The Principal shall pay the Agent a commission equivalent to 10% of the applicable fee received by the Principal in connection with the Licensing Agreement entered into with the Homeowner introduced by the Principal.

3.2.1 Option 2 – Assignment or Commission

3.2.2 If the Homeowner, having been introduced by the Agent, fulfils the agreement to sell their property in accordance with the Homeowner Licencing Agreement, the property associated with the introduction will be assigned to the Agent for sale for a maximum period of 18 months from instruction. After which time, the property is not to be sold by the Agent nor any of its associates.

3.2.3 Our Agents have a maximum of 18 months in which to sell any property assigned to them.

3.2.4 Our Agents agree to a fixed sales fee of 1.5% in respect of any such sale.

3.2.5 Upon completed sale, our Agent will pay us 0.25% of the sales fee received.

3.2.6 If the Homeowner does not offer their property for sale, the Principal shall pay to the Agent a sum equal to 10% of the full Option 1 fee made by the Homeowner.

Option 3 – Assignment or Commission

3.2.7 If the Homeowner, having been introduced by the Agent, fulfils the agreement to sell their property in accordance with the Homeowner Licencing Agreement, the property associated with the introduction will be assigned to the Agent for sale for a maximum period of 18 months from instruction. After which time, the property is not to be sold by the Agent nor any of its associates.

3.2.8 Our Agents have a maximum of 18 months in which to sell any property assigned to them.

3.2.9 Our Agents agree to a fixed sales fee of 1.5% in respect of any such sale.

3.2.10 Upon completed sale, our Agent will pay us 0.25% of the sales fee received.

3.2.11 If the Homeowner does not offer their property for sale, the Principal shall pay to the Agent a sum equal to 10% of the full Option 1 fee made by the Homeowner.

4. Payment Terms

- 4.1.1 All commissions or payments due under this Agreement shall be payable to the Agent within 14 days of receipt of the relevant fee by the Principal or, in the case of property assignment, upon completion of the sale.
- 4.1.2 Payments shall be made by bank transfer or such other means as agreed in writing between the parties.

5. No Exclusivity

Nothing in this Agreement shall prevent the Principal from appointing other introducers or agents on similar or other terms.

6. Confidentiality

The Agent shall keep confidential all information relating to the Principal, the Homeowner, and any agreements or arrangements made under this Agreement, except as otherwise required by law.

7. Governing Law and Jurisdiction

This Agreement shall be governed by and construed in accordance with the laws of England and Wales. The parties irrevocably submit to the exclusive jurisdiction of the English courts.

8. General

- 8.1.1 This Agreement constitutes the entire understanding between the parties with respect to its subject matter and supersedes all prior negotiations, representations, or agreements.
- 8.1.2 No amendment or variation of this Agreement shall be effective unless in writing and signed by both parties.

9. Schedule 1 – Principal and Introducer Details

- 9.1.1 All elements must be handwritten and completed in black ink. Scan and return this agreement.
- 9.1.2 Agent (Introducer) Brand Name: _____

- 9.1.3 Agent Trading Address _____
- 9.1.4 Agent Trading Postcode _____
- 9.1.5 Agent Company Name _____
- 9.1.6 Agent Company Registration Number _____
- 9.1.7 Agent Company Registered Address _____
- 9.1.8 Agent Company Registered Postcode _____
- 9.1.9 Full Name of Authorised Signatory _____
- 9.1.10 Position in Company of Authorised Signatory _____
- 9.1.11 Mobile Number of Authorised Signatory _____
- 9.1.12 Signature of Authorised Signatory _____
- 9.2.1 Signed for London Carpentry Specialists Ltd (Licensor): By Authorised Person – John Smith
- 9.2.2 Signature: John Smith [Signed for Email Purposes]
- 9.2.3 Name: John Smith - Sales and Marketing Manager, London Loft Conversions Specialists Ltd
- 9.2.4 Date: 6 July 2025