



Commission Check Handling Procedure

- 1) Name: _____ MLS# _____ Date: _____
- 2) Buyer: _____ Seller: _____
- 3) Property Address: _____
- 4) Were you the LISTING, SELLING or DUAL Agent: _____
- 5) Better Properties Fee: \$25.00
- 6) Final Sales Price: _____ Agent % _____ Commission _____

Escrow Instructions

Make Line 5 payable to: Better Properties
6223 Mt. Tahoma Drive SW
Lakewood. WA 98499

FOR INTERNAL USE ONLY

- 7) .016% B&O State Tax: _____
- 8) Inside Tacoma, WA add .004% Tax: _____
- 9) E&O Insurance at \$100 a side: _____
- 10) Office share of Agent gross commission: _____
- Total of items of 7 through 10 is amount payable to Office: _____
- Balance is amount payable to Agent: _____

Better Properties Washington
3123 56th Street NW #1
Gig Harbor WA 98335