

# REAL ESTATE BROKER FORM

JANUARY 1 TO DECEMBER 31, 2024



**\*SPECIALTY BROKERS – PLEASE NOTE THE CHANGE TO THIS CATEGORY.** Specialty Brokers are Brokers who specialize in Hospitality, Storage Units, Mobile Home/RV Parks, and Senior Housing/Assisted Living properties. The majority of their income must come from these categories.

**\*MULTIDISCIPLINARY BROKERS – PLEASE NOTE THIS IS A NEW CATEGORY.** Multidisciplinary Brokers are Brokers who DO NOT specialize in one category, but rather have a demonstrated record of selling and leasing multiple asset classes year over year.

**AWARD #A1** - Top Three single largest **LEASE** transactions (value of lease not commission).

## PRINCIPLE BROKER TO DETERMINE TOP THREE TRANSACTIONS/AGENTS FOR EACH CATEGORY. (RETAIL, INDUSTRIAL, AND OFFICE)

- Award is based on the value of the lease, not the commission earned.
- The value should include the initial term only. No option periods.
- Retail and Industrial lease value calculated NNN.
- Office lease value calculated Full Service.

**CATEGORIES:** Please list all agents involved.

### TOP THREE RETAIL LEASE:

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

### TOP THREE INDUSTRIAL LEASE:

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_

**TOP THREE OFFICE LEASE:**

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Value of Lease: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_

**AWARD #A2** - Top Three single largest **SALE** transactions (sales price – not commission).

**PRINCIPLE BROKER TO DETERMINE TOP THREE TRANSACTIONS/AGENTS FOR EACH CATEGORY. (RETAIL, INDUSTRIAL, OFFICE, MULTI-FAMILY, INVESTMENT, LAND, AND \*SPECIALTY)**

**CATEGORIES:** Please list all agents involved.

**TOP THREE RETAIL SALE:**

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_

**TOP THREE INDUSTRIAL SALE:**

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
 A. Tenant Broker(s): \_\_\_\_\_  
 B. Landlord Broker(s): \_\_\_\_\_

3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

**TOP THREE OFFICE SALE:**

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

**TOP THREE MULTI-FAMILY SALE:**

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

**TOP THREE INVESTMENT SALE:**

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

**TOP THREE LAND SALE:**

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

**TOP THREE \*SPECIALTY SALE:** (Hospitality, Storage Units, Mobile Home/RV Parks, and Senior Housing/Assisted Living properties)

1. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
2. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_
3. Project/Transaction/Tenant Name: \_\_\_\_\_ Total Sale Price: \$ \_\_\_\_\_  
A. Tenant Broker(s): \_\_\_\_\_  
B. Landlord Broker(s): \_\_\_\_\_

**AWARD #B - Top Three Highest Annual Gross Commission earned.**

- Individual – not team, **before** split between agent and brokerage.
- Retail, Industrial, Office, Multi-Family, Investment, \*Specialty.

**1. RETAIL:**

- A. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_  
B. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_  
C. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

**2. INDUSTRIAL:**

- A. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_  
B. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_  
C. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

**3. OFFICE:**

- A. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_  
B. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_  
C. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

**4. MULTI-FAMILY:**

A. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

B. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

C. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

**5. INVESTMENT:**

A. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

B. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

C. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

**6. \*SPECIALTY:** (agents who do NOT specialize in one category and cannot have more than 50% of their gross commission in any one-asset class and/or work in such specialty asset classes as self-storage, hospitality, medical, land, etc.)

A. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

B. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

C. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

**6. \*MULTIDISCIPLINARY:** (Multidisciplinary Brokers are Brokers who DO NOT specialize in one category, but rather have a demonstrated record of selling and leasing multiple asset classes year over year.)

A. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

B. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

C. Agent Name: \_\_\_\_\_ Gross Total: \_\_\_\_\_

**ROOKIE BROKER OF THE YEAR:** (agent in the field not more than three years full-time)

Broker Name: \_\_\_\_\_

Total Lease and Sale Commission: \_\_\_\_\_

**SIGNATURES:**

By signing this document, I confirm that the numbers submitted in connection with this application are accurate.

Firm: \_\_\_\_\_ Phone: \_\_\_\_\_

Principal Broker: \_\_\_\_\_ Email: \_\_\_\_\_