



Effective Date: 8/16/06

Policy subject to change

Preferred Broker Referral Program:

By registering your clients through the Preferred Broker Referral Program, you and your agency can benefit from the professional sales program offered at River Dunes. For each client that you register, you will be listed in the River Dunes' database as the Preferred referring Broker. You will then be assigned a River Dunes Sales Executive who will act as your liaison. They will keep you updated. More importantly, if one of your referrals purchase and close on any River Dunes property or listing you will receive a referral fee.

How to refer and register your clients

Agents can register their clients by:

Submitting a completed registration form in person to the designated River Dunes Administrator, Sherwood Crawford, by fax to 252-249-0271, or by mail
River Dunes
P.O. Box 947
Oriental, NC 28571

All registrations will be subject to the following procedures:

- A. Complete contact information for each client must be provided in order to be properly registered. This includes the client's full name, address, phone number, and email.
- B. The River Dunes Administrator will check the River Dunes database and assuming the referral has not been previously registered, and then the administrator will send a confirmation within two business days.
- C. Each valid registration will be date and time stamped, and copies will be given to the Preferred Broker, the assigned River Dunes Sales Executive and the River Dunes Administrator. All information will then be recorded in the prospect's master file in the River Dunes Database where the preferred Broker will be linked to the Client.
- D. The River Dunes Sales Executive will be required to establish contact with the Preferred Broker to discuss helpful background information on the prospect.
- E. There will only be one co-broke per sale. In the event a client is represented by a Buyer's Agent the Buyer's agent that presents the contract will be paid a referral fee.

The River Dunes Protection Policies

Once a referral is submitted, the Preferred Broker will be recorded in the prospect's profile in the River Dunes' database. This protected designation assures payment of a referral fee, as described below, to the Preferred Broker's Agency or Brokerage. River Dunes will not assume any responsibility in the division of the referral fee between the Preferred Broker and the Preferred Agency of Record. The Preferred Broker will be protected for one year from date of referral.

In order to be designated as "protected", a referral must be registered with River Dunes with a Broker Referral Form by the Preferred Broker prior to the referral contacting River Dunes. Referrals and existing River Dunes Property Owners previously registered with River Dunes are not eligible for a Broker Referral.

Referral Fee and Benefits

Upon the successful closing of a Preferred Broker's protected client, River Dunes will pay a 3.5% referral fee of the Sales Price to the Preferred Agency on Homesites and 2.5% on homes. This program does not apply to River Dunes properties that are not listed with River Dunes.

All referral fees will be paid based on the net sales price not including the value of any upgrades, club memberships, sales incentives, or boat slips, or other amenities.

Guidelines for use River Dunes' logo, language, and links

As a Preferred Broker, you have the opportunity to facilitate the promotion of River Dunes' properties on your web site through using a variety of River Dunes pre-approved logos, web site links, and descriptive language.

To link your web site to www.riverdunes.com or to use the River Dunes' logo and/or community descriptions for promotional purposes, please contact Susan Venters, at 252-249-0253 or via email at Susan.Venters@RiverDunes.com

Unauthorized use of River Dunes proprietary information – including logos, photography, and branded verbiage – is prohibited.