

# Commercial Property Brokerage Agreement Outline

## I. Parties

1. Broker/Agency Name
2. Client/Owner Name
3. Property Information

## II. Appointment & Authority

1. Exclusive / Non-Exclusive Agreement
2. Scope of Broker's Authority
3. Listing Period

## III. Broker's Duties

1. Marketing of Property
2. Finding Prospective Buyers/Tenants
3. Presenting Offers and Negotiating Terms
4. Compliance with Applicable Laws

## IV. Client's Duties

1. Provision of Accurate Property Information
2. Access to Property for Showings
3. Disclosure of Material Facts

## V. Compensation

1. Commission Structure (Percentage or Flat Fee)
2. Payment Terms and Conditions
3. Conditions for Payment (e.g., Upon Closing)

## VI. Term & Termination

1. Duration of Agreement
2. Renewal Terms
3. Termination Clauses (by Either Party)
4. Obligations After Termination

## VII. Confidentiality

1. Protection of Client Information
2. Limitations and Exceptions

## VIII. Dispute Resolution

1. Governing Law
2. Mediation/Arbitration Clauses
3. Venue for Legal Action

## **IX. Miscellaneous**

1. Entire Agreement
2. Amendments
3. Severability
4. Notices
5. Signatures

### **Signatures**

- Broker/Agent: \_\_\_\_\_ Date: \_\_\_\_\_
- Client/Owner: \_\_\_\_\_ Date: \_\_\_\_\_