



Local Experts, National Connections

NZ Realtors Network Sales & Property Management Referral Form

Edition: January 2025

For use between members of NZ Realtors Network

After this form has been signed by the referrer and acceptor, email a copy to david.turnhout@summit.co.nz

Referral Made to Details

Name:	Company:
Date:	Branch:
Phone Work:	Mobile:
Email:	
Confirmed by Acceptor* (signed):	

Referral from Details

Name:	Company:
Date:	Branch:
Postal Address:	
Phone Work:	Mobile:
Email:	
Confirmed by Referrer* (signed):	

Vendor, Buyer or Landlord/Property Management Details

Name(s):	
Property Address:	
Phone:	Mobile:
Email:	

Details of Referral

Unless otherwise agreed in writing the referral fee to be paid upon settlement is:

Vendor Referral: 20% of the gross commission

Buyer Referral: 10% of the gross commission

Unless otherwise agreed in writing the referral fee to be paid upon signing up of a management agreement with the landlord for 12 months is:

Landlord/Property Management Referral: \$200 + GST

See Conditions for all refers on the next page.

Conditions:

- 1. Confirmation in Writing.** A referral must be signed by referrer and acceptor with enough information for it to be enforceable.
- 2. 24-hour Follow-up.** A referred vendor or buyer must be contacted within 24 hours with subsequent acknowledgement to referrer. The referrer may choose to treat the signed referral form as invalid if this requirement is not met.
- 3. Specified Salesperson Only.** A buyer referral is to the specified salesperson only. No referral commission is payable if the customer buys through another salesperson.
- 4. Referral Quality.** A standard referral fee only applies to a fully qualified referral where the referrer has been actively involved in introducing the parties and ensuring the exclusive involvement of the acceptor in the subsequent listing, purchase, or other valuable business opportunity. A simple unqualified lead providing an opportunity to pitch for work shall not be considered a full referral, but a lesser referral fee may be agreed (in writing) between the parties.
- 5. Referral Life.** The life of a vendor or buyer referral is six calendar months (to listing or purchase) from the date of referral. The life of a Landlord referral is two calendar months from the date of referral.

Referral Contacts

Vendors & Buyers

Referral Area/s	Company	Contact Person	Phone	Email Address
Auckland, Northland Mt Maunganui, Omokoroa, Tauranga, Waihi, Whangamata	Barfoot & Thompson	Chris Dobbie Chief Executive Officer	027 495 9099	cdobbie@barfoot.co.nz
Coromandel Peninsula and Hauraki Plains	Richardsons Real Estate	Emma Ashworth Director & Principal	021 339 584	emma@richardsons.co.nz
Whangamata, Whiritoa, Onemana	Whangamata Real Estate 2024	Murray Cleland Branch Manager	021 950 445	murray@whangamatarealestate.co.nz
Hamilton	Lodge Real Estate	Jeremy O'Rourke Managing Director & Principal	021 613 054	jeremyo@lodge.co.nz
Cambridge	Cambridge Real Estate	Angela Jones Branch Manager	021 0221 7625	angela@cambridgerealestate.co.nz
New Plymouth, Taranaki	McDonald Real Estate	Daniel McDonald Managing Director	027 259 3671	daniel.mcdonald@eieio.co.nz
Wellington City & Suburbs, Johnsonville, Churton Park, Mana (Tawa-Pukerua Bay)	Tommy's Real Estate Wellington	Ben Castle Tommy's Group CEO	021 616 220	ben.castle@tommys.co.nz
Hutt Valley	Tommy's Real Estate Hutt Valley	Linda Gaskin Director – Hutt Valley	027 416 8159	linda.gaskin@tommys.co.nz
Kapiti	Tommy's Real Estate Kapiti &	Euon Murrell Director – Kapiti	027 445 8191	euon.murrell@tommys.co.nz
Nelson, Tasman & Marlborough	Summit Real Estate	David Turnhout Operations Manager	027 222 3602	david.turnhout@summit.co.nz
Christchurch	Cowdy	Nick Cowdy Residential Sales Consultant	021 162 5997	ncowdy@cowdy.co.nz
Dunedin, Mosgiel, Cromwell	Edinburgh Realty	Peter Wilson Director	027 432 7489	peter@edinburgh.co.nz

Landlords/Property Management

Referral Area/s	Company	Contact Person	Phone	Email Address
<i>Auckland, Northland, Omokoroa, Mt Maunganui, Tauranga, Waihi</i>	Barfoot & Thompson	Stephen Dallow	021 911 459	sdallow@barfoot.co.nz
<i>Coromandel Peninsula and Hauraki Plains</i>	Richardsons Real Estate	Emma Ashworth Director & Principal	021 339 584	emma@richardsons.co.nz
<i>Whangamata, Whiritoa, Onemana</i>	Whangamata Real Estate 2024	Kylie Tohaia	07 865 8499	rentals@whangamatarealestate.co.nz
<i>Hamilton & Cambridge</i>	Lodge Real Estate	Jason Waugh Rentals General Manager	021 880 805	jasonw@lodge.co.nz
<i>New Plymouth - Taranaki</i>	McDonald Real Estate	Pam Hight Rental Division Manager	021 274 6301	pam.hight@eieio.co.nz
<i>Wellington Region, Peka Peka - Seatoun</i>	Tommy's Real Estate	Harrison Vaughan Managing Director - Tommy's Property Management	027 777 2655	harrison.vaughan@tommysrentals.co.nz
<i>Nelson, Tasman & Marlborough</i>	Summit Real Estate	Stewart Henry Property Management General Manager	027 454 5112	stewart.henry@summit.co.nz
<i>Christchurch</i>	Cowdy Real Estate	Janice Cowdy Director Or Olivia Cowdy Manager, Property Management	021 365 607 021 365 602	jcowdy@cowdy.co.nz ocowdy@cowdy.co.nz
<i>Dunedin, Mosgiel, Cromwell</i>	Edinburgh Realty	John Hornbrook Business Development	027 538 4780	john@edinburgh.co.nz