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INCOMPLETE FILE HOLD

1. Prior to issuance of a commission check to an agent for a closed transaction Professional Realty will run a report of missing/incomplete items. In the event agent has outstanding items on any file whether a sale or listing, open, closed, cancelled or otherwise, Professional Realty will withhold 10% of the current commission due agent for the closed transaction. Upon Professional Realty's receipt of all missing/incomplete items, a check will be issued to agent for the withheld amount.

