

Richard T Kiko Agency Inc.  
Auction Buyer Referral Policy  
Effective August 12, 2024

TERMS OF REFERRAL AGREEMENT between the Richard T Kiko Agency, Inc. ("KIKO") and referring Broker are as follows:

- 1. Referral FEE shall be paid as offered on this document for this specific auction only.  
1 \_\_\_\_\_ % of purchase price or a flat fee of \$-----
- 2. **This form letter must be received by KIKO at a minimum of 48 hours prior to the time and date of the auction or it will not be valid.**
- 3. Potential BUYER must sign the legible and fully completed referral form or it will not be valid.
- 4. This is a referral fee only; KIKO does not authorize or permit any agency representation to be created between KIKO and the referring Broker.
- 5. **If a potential buyer makes contact with a KIKO Agent regarding the subject property prior to KIKO receiving a fully executed referral form, KIKO will NOT pay a referral fee.**
- 6. Referred Buyer must register as a bidder and be present at auction.
- 7. Referred Buyer must make final accepted bid, sign purchase agreement, and close the transaction to entitle referring agent to referral fee.
- 8. The referring agent is not required to be present at auction.
- 9. **All parties understands that broker fees and commissions are not set by law and are fully negotiable, and may be paid by seller, the buyer, the landlord, the tenant, or a third party, or by sharing or splitting the fees and commissions between brokers.**

LETTER OF REFERRAL  
RICHARD T KIKO AGENCY INC. REAL ESTATE AUCTION SALE  
Must be legible and completed in its entirety or will be VOID

DATE & TIME RECEIVED: \_\_\_\_\_

REAL ESTATE COMPANY NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE & ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

AGENT'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

REFERRED BUYER NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE & ZIP: \_\_\_\_\_

AUCTION DATE: 09/16/2025

AUCTION LOCATION: 313 Manor Ave NW Canton OH 44708

|                                                                                                                                      |                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <div><div></div><div>dotloop verified<br/>08/15/25 6:47 PM EDT<br/>GBGK-DIBS-T6V6-AHWP</div></div> <div>Seller's Signature</div>     | <div></div> <div>Potential Purchasers Signature</div> |
| <div><div></div><div>dotloop verified<br/>08/15/25 7:07 AM EDT<br/>GBGK-DIBS-T6V6-AHWP</div></div> <div>KIKO Agent's Signature</div> | <div></div> <div>Referral Agent's Signature</div>     |

Please fax to (330) 453-1765 or email PDF to: [kiko@kikocompany.com](mailto:kiko@kikocompany.com)  
Questions please call Office: (330) 453-9187