

## SRI COMMISSION GUIDELINES

At SRI, we provide dedicated real estate advisory services and our associates are committed to deliver their services in compliance with the requirements under the Code of Ethics and Professional Client Care (the “Code”).

In addition to the requirements set out in the Code, salespersons are not allowed to collect a Professional Fee/Commission from more than one party in a transaction. For example, a salesperson cannot act for both buyer and seller or landlord and tenant in any property transaction. From 1 January 2011, clients are advised to use prescribed estate agency agreements for the sale, purchase or lease of residential property in Singapore.

Please note that this Commission Guideline is not intended to restrict or interfere with any private agreement(s) which Estate Agents may have with their clients. The Professional Fee/Commission is negotiable and not fixed by any legislation at a certain percentage.

### DEFINITIONS AND INTERPRETATIONS

“Act” means the Estate Agents Act 2020 (No. 25 of 2010);

“Client” means any person who retains or uses the services of an **Estate Agent**;

“Gross Rental” means total monthly rental (including rental of furniture, maintenance charge and sinking fund, where applicable);

“GST” means goods and services tax chargeable pursuant to the Goods and Services Tax Act (Cap. 117A);

“HDB” means the Housing Development Board pursuant to the Housing and Development Act (Cap 129);

“HUDC Flat” means a unit in any of the housing estates built on any of the parcels of land which are used as a separate dwelling or for commercial purposes pursuant to the HUDC Housing Estates Act (Cap 131);

“Professional Fee/ Commission” mean all forms of remuneration earned by the Estate Agent including commission, brokerage fee, finder’s fee, service fee, disbursements or any other sum payable by clients to the Estate Agent;

“Salesperson” means an individual who does estate agency work and who represent SRI Pte. Ltd. (The “Estate Agent”).

### PROFESSIONAL FEE/ COMMISSION

(All Sale and Purchase transaction in Singapore)

Professional fees will vary depending on the type of fee structure a client has agreed with the agency

Party	Professional Fee payable to Agency (subject to prevailing GST rate) *
Vendor	Minimum two percent (2%) or higher (as negotiated) of contracted price.

Purchaser	Minimum one percent (1%) or up to two percent (2%) of contracted price.
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\* Fees payable unless otherwise indicated

## LEASING OF PROPERTY IN SINGAPORE

(Including HDB Resale Flats and Non-Privatised HUDC Flats, Commercial and Industrial Properties)

Party	Type of Lease	Duration of Lease	Professional Fee payable to Agency (subject to prevailing GST rate)*
Landlord or Tenant	Whole Unit, Room Rental or Partial Unit	24 months or less	Minimum one (1) month's rent or any higher amount as agreed
		Every subsequent 12 months or less	Minimum half (1/2) month's rent or any higher amount as agreed
		Renewal of lease for every 12 months lease	Minimum half (1/2) month's rent or any higher amount as agreed

\* Fees payable unless otherwise indicated

## MANAGEMENT

(All types of properties)

Management	Professional Fee payable to Agency (subject to prevailing GST rate) *
For individual unit	\$500 or twenty percent (20%) of gross monthly rental or any higher amount as agreed

\* Fees payable unless otherwise indicated

## ASSIGNMENT

(All types of properties)

Party	Professional Fee Commission Payable to Agency (subject to prevailing GST rate)*
Assignor	Min \$3,000 or 10% Assignment Fee - whichever is higher.
Assignee	Min \$3,000 or one (1) of a month's gross rental- whichever is higher.

\* Fees payable unless otherwise indicated

## Frequently Asked Questions

### Q1. Is GST automatically included in the Professional Fee/Commission?

A1. SRI is a GST-registered estate agency and is required to charge and account for GST. You may wish to clarify with your salesperson if the GST payable is factored into the commission amount stated in the agreement.

### Q2. When is the Professional Fee/Commission payable?

A2. Commission is payable immediately at the time of completion of the Property Transaction pursuant to the sale and purchase agreement or upon the Landlord/Tenant entering in to a binding lease of the Property. A lease includes a sublease and an agreement for lease or sublease, under whatsoever name.

**Q3. Can I include additional terms or edit the terms in the Prescribed Agreement?**

A3. The Professional Fee/Commission rate agreed upon should be recorded and a copy returned to you. If there are additional agreed clauses to the Prescribed Agreement, the additional term can be included on a separate sheet of pink paper. These additional terms must not conflict with, vary or limit the prescribed terms of the agreement.