

REFERRAL / COMMISSION AGREEMENT
(HUTTONS PROJECTS ONLY)

THIS AGREEMENT is made on the _____ day of _____ 2022 between
HUTTONS ASIA PTE LTD (hereinafter called "the Main Broker") and
_____ (hereinafter called "the Referrer").

RE: PROPERTY KNOWN AS: (hereinafter called "the Property")	BAYWIND RESIDENCES	Unit No:
The Main Broker agrees to pay the Referrer a commission of:	%	of S\$ _____ the billing price of the property*

based on the terms indicated below:

(a) Commission from dev is:	Inclusive of GST ☐	Exclusive of GST ☐
(b) Ext Co-Broke Agency is:	GST Registered ☐	Non-GST Registered ☐

Signature of Main Broker

Salesperson's Name:

NRIC No.:

Tel No:

Company Name: Huttons Asia Pte Ltd

CEA Reg No.:

Signature of Referrer

Salesperson's Name:

NRIC No.:

Tel No:

Company Name (in Full):

CEA Reg No.:

Please Note:

- (1) Please fill up the whole form; Incomplete forms will be **REJECTED**.
- (2) External co-broke salesperson name card **MUST** be attached with this form.
- (3) The said commission shall only become due and payable upon the successful completion of the sale of the Property to the buyer referred by the Referrer and upon receipt of the payment from Developer.
- (4) This Agreement sets out the entire agreement between the Main Broker and the Referrer relating to the commission to be payable under this Agreement to the Referrer and neither party has relied on any oral or written representation made to it. This Agreement shall supersede any prior discussion, representation or communications made between the Main Broker and the Referrer.
- (5) For avoidance of doubt, the commission payable to an external co-broke agent that is non-GST registered shall be minus GST. Please refer to the following Table.

*Example: Assuming 1% is the commission % payable and \$1M is the billing price	Payment to ECB agent	Inclusive GST (Dev)	Exclusive GST (Dev)
	Ext Co-Broke GST Reg	1% of \$1M	1% of \$1M + GST
	Ext Co-Broke non GST Reg	1% of \$1M - GST	1% of \$1M

PDPA Indemnity Form for Third Parties Providing Personal Data

Notes:

1. Under the Personal Data Protection Act 2012 (the “Act”), an organisation must obtain the consent of the individual before collecting, using or disclosing his/her personal data for a purpose.
 2. Organisations obtaining personal data from third party sources should exercise the appropriate due diligence to check and ensure that the third party source can validly give consent for the collection, use and disclosure of personal data on behalf of the individual (Section 14(4) of the Act), or that the source had obtained consent for disclosure of the personal data (Section 15(2) of the Act).
 3. The Personal Data Protection Commission has recommended that in exercising appropriate due diligence to verify that a third party source can validly give consent on behalf of the individual, organisations may adopt one or more of the following measures appropriate to the circumstances at hand:
 - a) seek an understanding from the third party source through the terms of a contract that the disclosure to the organisation for its purposes is within the scope of the consent given by the individual to the third party source;
 - b) obtain confirmation in writing from the third party source;
 - c) obtain, and document in an appropriate form, verbal confirmation from the third party source;
or
 - d) obtain a copy of the document(s) containing or evidencing consent given by the individuals concerned for disclosure of their personal data.
 4. The purpose of this form is to provide the contract under Paragraph 3(a) and also to indemnify the organisation against the third party source in relation to the organisation’s use of the personal data.
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Indemnity Agreement

This Agreement is made on _____ (Date) between Huttons Asia Pte Ltd (the "Company") of 3 Bishan Place, #05-01 CPF Bishan Building, Singapore 579838 and _____ ("the Referrer") of _____ [Referrer Company name], _____ (Referrer Company Address) each a "Party" and collectively the "Parties". This Agreement forms part of the agreement entered into by the Parties dated _____ (date).

Recitals:

- A. The Company has engaged OR has agreed to engage the Referrer to provide the Company with personal data of individuals which comprise [Name(s), Identification Numbers & Mobile Phone numbers] ("Personal Data") for the purposes of [Referral / Commission Agreement] ("Purpose").
- B. The Data Provider is agreeable to make the warranties and extend the indemnity to the Company in relation to the Personal Data to be provided.

It is AGREED as follows:

- 1. The Referrer hereby represents and warrants to the Company that it has obtained the necessary written consent from the individuals for the collection, use and disclosure of their Personal Data to the Company for the Purpose in compliance with the Personal Data Protection Act 2012 (the "Act").
- 2. In consideration of the Company continuing to engage the Referrer for the provision of the Services OR agreeing to engage the Referrer for the provision of the Services, the Referrer agrees and undertakes as follows:
 - a) to notify the Company if any of the individuals withdraw his/her consent to the use and disclosure of his/her Personal Data for the Purpose;
 - b) to assist the Company promptly with all access requests and complaints which may be received from individuals regarding the use of their Personal Data by the Company; and
 - c) to indemnify the Company and keep the Company harmless against any legal action, claims, losses, damages, liabilities, penalties whatsoever which the Company may incur or suffer as a result of the wrongful collection and use by the Data Provider of the Personal Data and/or any breach by the Data Provider of the Act and/or any its representations, warranties and/or undertakings contained herein.
- 3. This Agreement shall be governed by the laws of Singapore and the Parties submit to the exclusive jurisdiction of the courts of Singapore.
- 4. With reference to co-brokerage documents, the signatories hereby acknowledge and accept this Agreement as part of the co-brokerage agreements.

For and on behalf of
[HUTTONS ASIA PTE LTD]

For and on behalf of
[REFERRER]

Name:
Designation:

Name:
Designation:

Witnessed by:

Witnessed by:

Name:

Name: