

C&H Commission Guidelines

1. Interpretation

In this document,

“**C&H**” means C&H Properties Pte Ltd and/or C&H Realty Pte Ltd;

“**clients**” means all those who engage, use or retain the services of C&H;

“**Commission**” means all forms of remuneration including commission, brokerage fee, finder’s fee, service fee, disbursements or any other sum payable by clients to C&H;

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

“**HDB**” means the Housing and Development Board;

“**HUDC flats**” means flats in the housing estates known as HUDC housing estates;

“**C&H Associate**” means associate of C&H Properties Pte Ltd and/or C&H Realty Pte Ltd.

2. Introduction

2.1 The C&H Associate shall document/ communicate at the outset, the agreement on Commission, costs and disbursements;

2.2 Payment for the Commission shall be made payable to C&H and not to the individual C&H Associate;

2.3 This scale of Commission is not intended to restrict or interfere with any private arrangements which the C&H Associates may have with their clients.

3. Sale by Private Treaty, Auction or Tender (All types of properties except HDB Resale Flats and Non-Privatised HUDC Flats)

<u>Party</u>	<u>Commission Payable to C&H</u>
Vendor	Minimum two percent (2%) of the contracted price.
Purchaser	Minimum one percent (1%) of the contracted price.

3.1 The same C&H Associate can only collect Commission from either the Vendor or the Purchaser but not from both in any one transaction.

3.2 The Commission shall become due immediately upon completion of the sale and purchase.

4. Sale of HDB Resale Flats and Non-Privatised HUDC Flats

<u>Party</u>	<u>Commission Payable to C&H</u>
Vendor	Minimum two percent (2%) of the contracted price.
Purchaser	Minimum one percent (1%) of the contracted price.

4.1 The same C&H Associate can only collect Commission from either the Vendor or the Purchaser but not from both in any one transaction.

4.2 The Commission shall become due immediately upon completion of the sale and purchase.

5. Rental (All types of properties including HDB flats and Rooms)

<u>Party</u>	<u>Commission Payable to C&H</u>
Landlord	Minimum of one (1) month's gross rental for lease of up to twenty four (24) months, and an additional half (1/2) of a month's gross rental for every subsequent twelve (12) months' lease. Minimum of half (1/2) of a month's gross rental for each year of renewal/ extension

Tenant	<p>Minimum of one (1) month's gross rental for lease up to twenty four (24) months regardless of the gross rental amount.</p> <p>Minimum of half (1/2) of a month's gross rental for each renewal/ extension regardless of renewal/ extension lease period</p>
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5.1 The same C&H Associate can only collect Commission from either the Landlord or the Tenant but not from both in any one transaction.

5.2 The Commission shall become due immediately upon the signing of the tenancy agreement by the Landlord and the Tenant.

6. Assignment (All types of properties)

<u>Party</u>	<u>Commission Payable to C&H</u>
Assignor (party giving up)	Minimum of ten percent (10%) of assignment consideration or one (1) months gross rental - whichever is higher.
Assignee (party taking over)	Minimum of five percent (5%) of assignment consideration or half (1/2) of a month's gross rental - whichever is higher.

6.1 The same C&H Associate can only collect Commission from either the Assignor or the Assignee but not from both in any one transaction.

6.2 The Commission shall become due immediately upon completion of the assignment.

7. Management (All types of properties)

<u>Basis of Management</u>	<u>Commission Payable to C&H</u>
For individual units	Minimum of ten percent (10%) of gross monthly rental or \$100.00 per month - whichever is higher.
For Management Corporations under the Land Title (Strata) Act	By negotiation

7.1 The Commission is due and payable in advance on a monthly basis to C&H upon receipt of rental from the Tenant. For Management Corporations, Commission payable shall be on an accrued basis.

7.2 C&H may, by prior agreement with client, claim disbursements for expenses such as long distance phone calls (in the case of overseas client), postage and stationery, transport costs, etc.

8. Other Charges

8.1 The C&H Associate may also impose charges other than the agreed Commission, provided that such charges are agreed to between the parties.

8.2 Goods & Services Tax (GST) on the Commission is payable by the clients.

8.3 In the case of an aborted sale or tenancy, half (1/2) of the amount of the deposit forfeited by the party concerned plus GST, subject to a maximum sum equivalent to the agreed Commission plus GST, shall be payable to C&H.