Keller Williams Heritage

Mentoring Agreement

In an effort to support you and your real estate career, Keller Williams Heritage has developed a Mentoring program for you to work directly with a Mentor. The Mentor will guide you through the many facets of a real estate transaction and coach you in developing your skills you need in order to be successful.

The goal of this program is to assist you in learning the process and tools associated with completing your first transaction as well as productive involvement in our Market Center. For the purpose of this agreement, the parties shall be the Mentor and the Mentee.

Agreement Between Mentor and Mentee:

1. Agents who have recently started their real estate career are strongly encouraged to join the Program. Mentors will mentor the mentees through their first closing.
2. Mentor will arrange meeting with a lender and a title company to get mentee introduced to “teaming”.
3. Mentee will observe listing presentation and buyer consultation (mock or real)
4. Mentor will help with first Listing Appointment and first Buyer Rep appointment
5. Mentor will help mentee write their first contract and help with negotiations
6. The Mentor will be the point of contact for the Mentee between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday. Outside these hours, the Mentee is encouraged to minimize contact as much as possible.
7. Mentor agrees to assist Mentee in working with buyers, sellers, handling objections, completing real estate paperwork, guidance through the listing and purchase process, and working with scripts and role playing. Lead generation is not the responsibility of the Mentor.
8. The Mentee agrees to complete all training required by the Market Center for new Agents, including but not limited to Ignite, within their first 60 days of joining the center. The Mentee also agrees to allocate sufficient time for working with buyers, sellers, and lead generation.
9. The Mentee agrees to attend the Group Consulting meetings led by the team leaders. The Mentee understands the importance of being held accountable and will time block to ensure they attend these important sessions necessary for their success as a Realtor.
10. The Mentee agrees to communicate openly and honestly with the Mentor and to follow the Mentor’s recommendations for necessary activities, homework, and required training.
11. Repeated failure to follow the recommendations from the Mentor or to attend additional training sessions, may result in the Mentee being requested by the Mentor to leave the Program.

**Financial Agreement for Mentee/Mentor:**

In return for mentoring provided in this Program, the Mentee agrees to pay a 25% mentoring fee on the first closed transaction to the Mentor.

This agreement commences: ________________________________

This agreement ends: ________________________________ (recommend six months)

Mentee: _____ ________________________________ Date: ______

Mentor: ________________________________ ____________________ Date: ______

Team Leader: ________________________________ ____________________ Date: ______

Property Address: ______________________________________________________________