**Real Estate Broker Replacement Contract**

**Between the undersigned:**

**Name of Broker Replaced:**  
Address:License Number:Phone:Email:

**Name of Substitute Broker:**  
Address:License Number:Phone:Email:

**Name of the Substitute Broker's Agency:**  
Agency Address:Agency Phone:Agency Email:

**1. Subject of the Agreement:**

The purpose of this Agreement is to set out the terms and conditions for the replacement of the [Name of Replaced Broker] broker by the [ Name of Replacement Broker] broker during the period of his or her absence for [reason for absence, e.g., vacation], from [start date] to [end date].

**2. Availability and Communication:**

a. [Name of Replaced Broker] agrees to forward all communications (telephone, email, etc.) to [Name of Replacement Broker] during the period of his/her absence.

b. A telephone messaging service will be set up to redirect calls to [Name of Substitute Broker]. An automatic email return will mention the absence of [Name of Replaced Broker] and provide the contact information of [Name of Replacement Broker].

**3. Follow-up of Files and Obligations:**

has. [Name of Replacement Broker] will ensure the continuity of the follow-up of files, in accordance with the ethical and legal obligations in force, including the presentation of promises to purchase as soon as possible in accordance with section 102 of the Regulation respecting the conditions for carrying on a brokerage transaction.

b. [Name of Substitute Broker] agrees to abide by the access rights and conditions stipulated in existing brokerage contracts, in accordance with clause 8.8.

**4. Remuneration and Sharing of Fees:**

has. A fee sharing and compensation agreement is established to cover transactions made by [Name of Successor Broker] in place of [Name of Replaced Broker]. This agreement provides that:

i. [Name of Successor Broker's Agency] will receive the remuneration for brokerage transactions made during the absence of [Name of Replaced Broker].

ii. A fee split will be agreed as follows: [details of fee split, e.g., 50% for the successor broker and 50% for the replaced broker].

b. This remuneration will cover, in particular:

i. Brokerage contracts signed by [Name of Successor Broker] with clients of [Name of Replaced Broker].

ii. Promises to purchase submitted by [Name of Successor Broker] on the listings of [Name of Predecessor Broker].

iii. Amendments to existing brokerage contracts in accordance with agreements agreed upon prior to the departure of [Name of Replaced Broker].

**5. Obligations and Responsibilities:**

has. [Name of Replacement Broker] will remain employed by his agency and may not conduct brokerage transactions in the name of [Name of Replaced Broker] or his agency.

b. [Name of Replaced Broker] will provide all necessary records to [Name of Substitute Broker], including a list of potential clients and details of ongoing transactions.

**6. Signing of the Brokerage Agreement:**

has. In the absence of [Name of Replaced Broker], any new brokerage agreement will be executed in the name of [Name of Replacement Broker] agency, with a notice in clause 11 stating that the name of [Name of Replaced Broker] agency will be added as a co-registration upon its return, subject to acceptance.

**7. Term and Termination:**

has. This replacement agreement is valid from [start date] to [end date].

b. In the event of early termination, [number of days] days' written notice must be given by the party wishing to terminate the contract.

**8. Final provisions:**

has. This Agreement is governed by the laws of [province or territory].

b. Any changes to this Agreement must be in writing and signed by both parties.

In witness whereof, the parties have signed this contract.

**Signature :**

[Replaced Broker Name]  
Date: \_\_\_\_\_\_\_\_\_\_\_\_

[Name of Substitute Broker]  
Date: \_\_\_\_\_\_\_\_\_\_\_\_

[Name of Substitute Broker's Agency Representative]  
Date: \_\_\_\_\_\_\_\_\_\_\_\_

[Name of Replaced Broker's Agency Representative, if applicable]  
Date: \_\_\_\_\_\_\_\_\_\_\_\_

**Annexes:**

1. List of transferred files.
2. Potential customer details.
3. Copies of current brokerage contracts.
4. Details of current transactions