Commercial real estate
commission worksheet

This worksheet is designed to help you manually calculate commercial real estate commissions. It demonstrates the complexities involved in this process, highlighting the value of an automated system for tracking high-value transactions and tiered commission splits.

PART 01 | BROKER INFORMATION

broker name	period	$ total gross commission goal

PART 02 | TIERED COMMISSION STRUCTURE

The commission rate is based on the total deal value. This worksheet assumes a simple sliding scale applied to the gross commission paid by the client, with a portion allocated to the brokerage.

▶ **Tier 1** Up to $1M Deal Value | **1.5% commission** *on the total deal value*

▶ **Tier 2** $1.1M to $5M Deal Value | **1.25% commission** *on the total deal value*

▶ **Tier 3** Over $5M Deal Value | **1.0% commission** *on the total deal value*

> ⓘ **NOTE**
>
> This is the total gross commission. The broker will then have a separate split agreement with their brokerage (e.g., 70/30 split).

PART 03 | DEAL DATA AND MANUAL CALCULATION

For each transaction, you must identify the correct commission tier and calculate the gross commission and the broker's net commission after the brokerage split.

PART 04 | SUMMARY

To get the final total, you would add up all of the individual "Broker's Net Commission" values.

Transaction ID	Client / Property	Deal Value	Commission Tier	Gross Commission	Net Commission 70% split
CR-201	Apex Office Park	**$750,000**	Tier 1	**$11,250** $750,000 x 1.5%	**$7,875** $11,250 x 70%

$ _____
total net commission earned

As you can see, the complexity of calculating commissions in commercial real estate goes beyond simple percentages and often involves multiple tiers and brokerage splits. Manually tracking this for multiple deals and brokers would be incredibly time-consuming and prone to errors. An automated system can handle these calculations instantly, ensuring accuracy and saving a significant amount of time and effort.

Looking for a more **streamlined solution**?

Talk with a member of the Buildout team today to learn how Manage & Close can help your brokerage eliminate manual data errors and reduce the time from close to getting paid.

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