View Year-To-Date Production Numbers for Agents When Generating a CDA

SUMMARY

When managing commissions, Paperless Pipeline will display agents' year-to-date production numbers and other commission-related information.

As of 4/2/17, the "Generate CDA" option has been renamed to Manage/Update Commissions

IN THIS ARTICLE

View Year-to-date Production Numbers for Agents When Managing Commissions Navigate to an Agent's Commission Notes Related Topics

() 1:33

View Year-to-date Production Numbers for Agents When Managing Commissions

1 Click "Update Commissions" from the left menu of a transaction.

2 Complete the information until you reach the "Broker / Agent Commission disbursement" section.

3 Click in the agent box to view the agent's year-to-date production amounts and other commission-related information.

Distribute Listing Commission:		\$222,400.00			
Allocate sales volume	and units				
		Sales Volume	Unit	•	
Josh James		\$278000 <u>I</u>	1	Josh James – YTD figures (Jan. 1, 2017 to	March 21, 2017)
				Commission Percent:	80
Specify agent / broke	rage splits			Agent start date:	Jan. 1, 200
	Brokerage	Agent		Closed transactions:	
Josh James	20%	80%	* % \$	Sales volume:	\$8,400,000.
				Units:	
		C.I.I.I		Commissions paid to brokerage:	\$13,037.
		Calcula	ate & Continue	Agent fees paid to brokerage	
				Transaction fee:	\$2,160.0
				Overdue desk fees:	\$100.
				Errors & Omission:	\$205.0
A Destade Free f	Deductions			Agent totals	
Broker's Fees & Deductions				Agent gross commission:	\$270,178.7
				Agent net commission:	\$267,713.7
				Commission notes	
				Josh pays \$350 transaction fee.	
				Update the commission information for Josh	

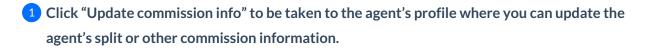
The production amounts will be based on the agent's start date anniversary, or if the agent doesn't have a start date specified, the totals will be based on calendar year.

Information Displayed Includes:

- Current commission percent
- Start date
- Number of closed transactions
- Total sales volumeTotal units (or sides) closed
- Commissions paid to brokerage / Agent fees paid to brokerage
- Agent gross commission
- Agent net commission.

Navigate to an Agent's Commission Notes

The "Commission notes" section will display commission notes from that agent's user profile.



Changing information in the Commission Notes section will trigger an email to be sent to admins reminding them to check that agent's pending transactions to determine if you need to update any commissions.

Related Topics

Commission & CDA Settings \rightarrow

Add agent commission splits \rightarrow