# real
How to input fees & rebates

Some transactions have different fees, rebates, additional commissions, reimbursements, etc. These can easily be added into your transaction.

Login to your account via the phone app or online at bolt.therealbrokerage.com.

Navigate and click into the transaction you are adding on the fee or rebate to.

Scroll down until you find the Additional Fees & Rebates section and click Add.
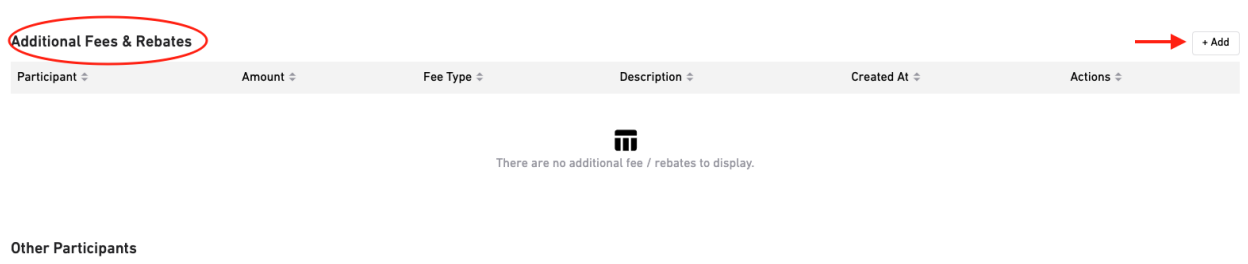
This window will open for you to input the Fee Type, Participant, Amount and Description of the Fee or Rebate:

Choose your Fee Type:

Input the Participant Name (NOTE: make sure you properly input the participant name. It changes based on the fee type. For instance, if you choose Transaction Coordinator, it will ask, Who is paying this fee. It will be you (or if you have co-agent it might be them) because that TC fee will be coming out of that commission. If the type was Additional Commission, it is going to ask, Who is receiving this amount. And, again, it will be you (or if you have co-agent it might be them) to receive the additional commission.

Enter the amount, the description of the fee or rebate (or when it's a TC fee, the name of the TC), and click Save.

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You will now see that the fee you input has been added to your transaction:

And that it is included in your commission breakdown, being subtracted from your Gross Commission to calculate your Net Commission:

If you have additional questions, please watch this video.

You may also reach out to the support team if you need assistance by emailing us at supportCAD@therealbrokerage.com.

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