






# Introduction to Agent Portal



**eXp Global Agents can now generate Referral Agreements with all eXp Agents IN SECONDS!**





## Sending a Referral

## Click on Icons

- 1 Log in to Global Referral Platform 
- 2 Setup Agent Profile 
- 3 Enter Client Details 
- 4 Enter Referral Terms 
- 5 Search for Receiving Agent 

## Receiving a Referral

## Click on Icons

- 1 Log in to Global Referral Platform 
- 2 Click on Manage under Referral Left Panel 
- 3 Click on Signed Agreement to Download 
- 4 Click Arrow to Review Referral 

**Client info is redacted until all parties have signed**

## Outside Referrals

No change in process

[FAQ](#)

**Email your Transaction Team for assistance**