

Pending Commissions FAQ

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Pending Commissions projects income from deals that are under contract but not yet closed. Answers to the common questions about what qualifies, blank downloads, and per-agent breakdowns.

Why does my Pending Commissions report download blank?

Usually a missing CDA or a missing close date. A pending transaction only appears when it has both, on top of being in a Pending status. Check a couple of the deals you expected to see and you'll normally find one of the two.

What has to be true for a transaction to appear?

Three things: Pending status, a close date, and commissions entered with a CDA generated. All three, or the transaction isn't counted.

I set an acceptance date range and lost half my transactions. Why?

That filter applies on top of the closing period. With an acceptance date range set, the report matches on both dates, so any transaction without an acceptance date is excluded. Clear the filter unless you need it.

Does the report account for agent splits and referral fees?

Yes. It carries the same commission breakdown as the closed reports, so you can see the projected net after splits, referrals, fees, and deductions rather than just gross.

Can an agent pull their own pending commissions?

Not directly. An admin can download the report and filter or sort it by agent name in a spreadsheet, then send that agent their rows.

Can I break a shared transaction out by agent?

Not on the report itself. When two in-house agents are on one pending deal, the row carries their combined commission. Splitting it means working from the transaction's CDA.

Can I set a custom date range?

Yes. The Closing Period dropdown includes a custom date range, so you aren't limited to the next 30 days.

Do Fell Through transactions show up?

No. Only transactions in a Pending status category appear. Once a deal moves to a Fell Through status it drops off

the report.

Learn More

Look forward instead of back. Pending Commissions lists the commission figures on deals that are under contract but haven't closed yet.

See [Pending Commissions](#)

Still Have Questions?

Didn't find your answer above? Email us at help@paperlesspipeline.com and we'll help.
