



# Annual Achievement Awards, Recognition Awards & Hall of Fame

## Eligibility Information, Rules and Criteria

- I. **GENERAL:** The Annual Achievement Awards, Recognition Awards & Hall of Fame, sponsored by the Blue Ridge Association of REALTORS® (dba BRAR), is composed of outstanding members who are REALTORS® (Primary and Secondary) and who have attained certain designated goals of salesmanship. Any REALTOR® member who attains one of these Awards is entitled to membership if he/she/team is otherwise qualified and is associated with an Association member firm in good standing.
- II. **PURPOSE:** To recognize and encourage outstanding REALTOR® members of the Blue Ridge Association of REALTORS®.
- III. **QUALIFICATION PERIOD:** The qualification period covers the 2023 calendar year
- IV. **SUBMISSION DEADLINE: Completed application must be received by date on Volume Award Application.**
- V. **ELIGIBILITY:** Membership is open to any REALTOR® member (Primary or Secondary) or Principal BROKER/OWNER member in good standing with the Blue Ridge Association of REALTORS®, and who meets the volume requirements and criteria.
  - A. Principal Brokers of the Blue Ridge Association of REALTORS® Firms are eligible for membership in the Hall of Fame and to receive Production Awards.
  - B. Associate Brokers who act as “salespersons” are eligible for membership in the Hall of Fame and to receive Production Awards. Application forms must be signed by the Principal Broker or Sales Manager.
  - C. Real Estate Board Regulation (Art. 6.9, Improper Brokerage Commission) requires all compensation to a Real Estate Salesperson or Associate to be paid by his/her Principal Broker; therefore, volume will only be counted for transaction with disbursement in compliance with this regulation. This applies to all categories.
- VI. **CATEGORIES:**

### GENERAL RULES FOR ALL CATEGORIES AND QUALIFYING VOLUME:

All volume entered into BRIGHT and found on the Agent Awards Report can be counted. Residential Leases and Commercial Businesses DO count towards volume awards. Commercial Agents may submit copies of contracts and sales reports from other systems if those sales are not entered into BRIGHT.

#### Rules applying to New Homes Transactions:

The on-site Project Sales Manager shall receive listing volume credit for the full sales price of each home in that project, whether sold “in-house” or on a co-op basis with a general brokerage agent.

Selling Credit for New Homes Sold: In those situations where a project co-op, i.e. pays a commission or finder’s fee to a general brokerage agent’s Broker for producing a purchaser, the agent producing the purchaser may count the full sales price toward volume in the Award Category.

➤ The on-site Project Sales Manager who is ALSO the procuring cause for the builder shall receive volume credit for both the sale and listing for in-house transactions only, i.e., not involving a co-op agent. When a co-op agent is involved in the transaction, such on-site Project Sales Manager shall count the volume only once.

The agent who is not the on-site Project Sales Manager, but is the verifiable procuring cause for that project AND is accordingly compensated for that purpose by the agent’s Broker, shall be entitled to claim the full sales price of each home sold and settled in that project toward volume.

**Rules applying to Commercial Leases:**

In the case of a Commercial Lease, the gross rental value of lease commencing during the calendar year qualification period, up to a maximum of ten (10) years, will count towards Volume. (Example: If a 10,000 square foot warehouse, renting at \$2.00 per square foot per year is lease for a term of five years, the Allowable Leasing Volume would be \$100,000. If that same warehouse was listed and leased by the same sales agent, the Allowable Leasing Volume would be \$200,000.)

Leases shall count in the year in which lease commences. For example: If a lease is written in 1999 to commence in 2000, the lease will not count for the 1999 qualification period, but if the tenant does in fact move in 1999, the lease will count in that year. Should the lease never commence, as where a shopping center is leased but is never constructed, then the lease shall not count towards membership in any year.

When a lease calls for a tenant to pay Real Estate taxes, etc., in addition to base rent, the value of that lease shall be determined by using the base rent only. Insurance, real estate taxes, etc., shall be omitted.

**A. INDIVIDUAL CATEGORY:**

General: This category is designed for those members whose principal activity involves the listing and sale of Real Estate (including commercial and new homes transactions.)

**VOLUME REQUIREMENTS:**

Chairman's Club	\$3,500,000- 5,999,999
Director's Club	\$6,000,000 - 9,999,999
President's Club	\$10,000,000+

**Hall of Fame** - An application is not required. Agents with be inducted into the Hall of Fame the year after receiving the President's Club Award 5 times out of the past 7 years.

**For current members of the Hall of Fame:**

Individual Hall of Fame Platinum	\$10,000,000
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Awards may be earned in the name of an individual or in a team name, however the team is structured and would like to receive the award.

**VII. BLUE RIDGE ASSOCIATION OF REALTORS® INDIVIDUAL AND TEAM HALL OF FAME INDUCTEES**

Recognition will be given to members or team who have attained membership in the Blue Ridge Association of REALTORS® President's Club / Diamond Club for five years out of the past seven-year qualification periods (consecutive or not consecutive.)

Induction into the Hall of Fame shall be made on the year after attaining five years out of the past seven-year qualification period.

An appropriate plaque will be awarded to each member or team of the Hall of Fame at the annual Awards night.

Hall of Fame may be granted in the name of an individual OR team, depending on how the prior President's or Diamond Awards have been earned.

**VIII. PLATINUM AWARD**

This award is given to Hall of Fame inductees that have subsequently achieved the President's Club volume requirements.

## IX. RULES AND GUIDELINES APPLYING TO ALL CATEGORIES:

**Each** candidate for membership shall notify his/her Principal Broker or Sales Manager with whom he/she is associated with as of December 31, and must provide a separate certification from each Principal Broker or Sales Managers with whom he/she was associated with during the qualification year. All certificates must be certified by the appropriate Certified Broker/Sales Manager.

If a Broker makes a change to submitted volume (whether within their own office or with another brokerage), the reason for the change must be put in writing, clearly outlining the facts and reasons for the change, and must be supported by any material documentation related to the circumstances. This information must be submitted to the Awards Committee at the time of the application or upon request during the awards application review process. The Committee will evaluate the information submitted by all individuals involved in the change in volume and promptly render a decision that is most adequately and accurately supported by the rules/regulation of the awards program. All brokers involved will be notified in writing of the final decision.

**ALL ENTRIES ARE SUBJECT TO REVIEW.** All entries may be reviewed at the discretion of the Awards Committee. At their discretion, the Awards Committee may review a minimum of ten percent (10%) of all entries for awards in the Broker's office from which the entry emanates. All candidates for membership shall cooperate with the Awards Committee and provide the Committee with the appropriate supporting material as determined by the Committee to substantiate the application within three (3) days. By way of example, but not limited to, such support material may be in the form of original listing forms, contracts, settlement sheets, company case sheets, commission disbursement records, documentation verifying commission splits, and such other evidence as deemed necessary by the Committee. A failure on the part of any applicant, Principal Broker and/or Sales Manager to cooperate with the Awards Committee promptly and fully in connection with its review shall result, in the sole discretion of the Awards Committee, in the disqualification of the applications.

Each candidate for membership must be a member (Primary or Secondary) of the Blue Ridge Association of REALTORS® in good standing at the time each transaction settled. Exception: Members who have transferred from another Association to the Blue Ridge Association will be eligible for membership if they have met the BRAR Volume Award criteria.

A candidate may make application for membership in only one volume category.

Sales and listings include all types of Real Property such as residential, land, lots, commercial and business investment properties. *Only transactions that occur in jurisdictions where candidate is licensed may be counted.*

Agents may submit supplemental documentation on a case by case basis if a sale that would help them earn a specific volume award was unable to be entered into BRIGHT.

All sales contracts must be settled between January 1 and midnight December 31 of the qualification year.

Sales volume and/or leasing volume attained by one member cannot be assigned to another member for purpose of meeting qualification requirements.

In the event a member transfers from one BRAR Broker to another BRAR Broker, all transactions made and settled in the contest period shall be counted. If the qualified member has transferred, the plaque will go to the firm with which the member is associated with as of December 31st of the qualification year.

When a member sells his/her own listing a separate entry must be made for the listing and sale. The FULL sales price (Sales and listings for Residential and Commercial) will be credited toward VOLUME. When a Residential or Commercial member sells his/her own listing, the FULL SALES PRICE MAY BE COUNTED TWICE FOR ALLOWABLE VOLUME. Example: If a \$60,000 property is listed and sold by the same agent, the Allowable (Listing) Volume would be \$60,000 and the Allowable (Sales) Volume would be \$60,000, for the total Allowable Volume of \$120,000. However, if you were a co-lister and sold your own co-listing, your Allowable (Listing) Volume would be \$30,000 and the Allowable (Sales) Volume would be \$60,000 for a Total Allowable Volume of \$90,000.

Submission of any information not directly or wholly attributable to the applicant in any category or the submissions of an entry without the signature of the applicant and the certifying Broker(s) or Sales Managers(s) may lead to possible disciplinary action by the Association.

Finder's fees, such as those paid on new homes, shall count toward volume and the member receiving the fee may count 100% of the sales price for volume. In the event of forfeiture of the fee, no credit will be given to volume.

In cases where a property is taken in trade/guaranteed sale or guaranteed trade, no credit will be given to volume and cannot be counted until the property is sold and settled.

Exchanges (trading equity) will be considered for qualifying purposes and will be reviewed on an individual basis. Appropriate documentation must be submitted with the application.

Roll-overs / Contract Owner. Defined as buying property for resale, your own portfolio as an investment, or to hold temporarily for an investor will not be considered for award purposes unless title to the property is taken (i.e., deed recorded.) However, Contracts for Deed that settle is acceptable.

## **X. FINAL APPEAL GUIDELINES**

BRAR Realtor® member may request an appeal on any production and/or awards category decision to the Board of Directors once all efforts and/or appeals through the Awards Committee have been exhausted.

All appeals must be submitted in writing and shall include all pertinent facts relating to the appeal including but not limited to the following:

- All changes/decisions made by the Awards Committee that are being appealed.
- Supporting documentation such as listing agreements, contracts, and settlement statements.
- Name, address and phone number(s) of all agents, brokers and other parties involved.

A written statement outlining the facts as seen by the appealing party and any other information that may be requested by the Awards Committee or Board of Directors during the appeal process. The BRAR Board of Directors, at their discretion, will determine as to whether an appeal is warranted. All requests for an appeal shall be requested no later than March 30 of the calendar year in which the committee made the award decision.

Should the appeal process go beyond the date of the Annual Awards Ceremony, the Realtor® member will be presented with the award(s) determined by the Awards Committee and may be substituted later should the Committee's decision be overturned by the Board of Directors. All decisions relating to appeals shall be delivered in writing.

Any decisions that relate to the following are to be appealed directly to the Awards Committee and are not subject to an appeal to the Board of Directors. Any decisions relating to the following matters shall be solely by the Awards Committee and all decisions shall be final.

- Failure to follow instructions.
- Application deadlines.
- Refusal to allow the committee to complete an application review in the broker's office.

## **XI. USAGE OF BRAR DESIGNATIONS IN ADVERTISING**

**Proper** usage of BRAR Award Designations in Advertising is printed below for your information and compliance by all BRAR members.

WHEREAS the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® provides that REALTORS® should seek no unfair advantage over other REALTORS®, that they shall avoid exaggeration, misrepresentation, or concealment of pertinent facts: and shall always be careful to present a true picture in their advertising to the public.

THEREFORE, BE IT RESOLVED, that each REALTOR® members of this Association, recognizing their responsibility in the administration and conservation of interests committed to them, and conscious of the confidence reposed in them, pledges that they will observe and comply with those rights and responsibilities relating to the following areas in advertising of Blue Ridge Association of Realtors® Awards (including business cards.)

BRAR Awards shall, when used in advertising, be identified in the following manner, specifying the last year in which the award was earned:

- BRAR Chairman's Award, 2020
- BRAR Director's Award, 2020
- BRAR President's Award, 2015
- BRAR Platinum Award, 2018
- 2020 BRAR REALTOR® of the Year
- 2019 BRAR Salesperson of the Year, etc.

**EXCEPTION:** BRAR Hall of Fame and those recipients of the current award.

Recipients of BRAR Award shall, when used in advertising, be always sensitive to misrepresentation when more than one REALTOR® member is a recipient of the same award. Example: "Number One Real Estate Agent" when, in fact, the agent is a recipient alphabetically with all other recipients.

⇒ BRAR Members and Member Firms may advertise the names of recipients of BRAR Awards once they have been notified by the Awards Committee of their acceptance into Volume Categories.

- a) All current winners will be listed on the "Award" page of the website for the current year.
- b) All Hall of Fame recipients will be listed and will remain posted on the Hall of Fame page on the website.
- c) List of all volume award winners will be emailed to the membership after notification of acceptance by the Awards Committee.

## **XII. Awards Banquet**

- a) Volume Award winners will receive acknowledgement at the banquet including names printed in the program.
- b) Volume Award certificates will be printed but not framed.
- c) Of the Year Awards and new Hall of Fame recipients will receive acknowledgement and award plaques at the banquet.
- d) All current and new Hall of Fame inductees will receive one (1) ticket to the awards banquet.