

Dayton Area Board of REALTORS®
2010-11 Sales Leader Club
Rules & Eligibility
The Important Rules

1. Applications must be received at the office of DABR by 5:00 p.m. on October 31, 2011. It is the sole responsibility of the applicant to ensure that his or her application meets the deadline stated above. All applications received after the deadline date will not be accepted.
2. The signature of the applicant must appear on each page of the application. The signature of the broker or office manager must appear on the first page of the application. If the applicant was licensed with more than one broker during the contest period, the signature of a broker or office manager must appear on each page of the application to certify the transactions made while the applicant was licensed with their company. In the event that a salesperson or company makes an incorrect claim or gives incorrect information, the applicant and/or the company may be barred from eligibility to participate in the Sales Leader Club for the current and following award year.
3. If an applicant has any questions regarding what is acceptable, it is incumbent upon him/her to contact the Recognition Committee Chairperson (call DABR for contact information) before submitting an application that may disqualify the applicant for the award. The ultimate responsibility lies with the individual. Don't sign the application until you are certain it is correct and complete.
4. Name of applicant must appear as it appears on license. Member number must be completed.
5. Level of Attainment and Method of Production MUST be properly indicated. If audited by DABR and the Level of Attainment applied for is not met, the application will be placed in the next lower Level of Attainment Category, if applicable.
6. CLOSING DATES MUST BE INDICATED AND IN CHRONOLOGICAL ORDER. Each transaction must include the date closed, address, listing agent and firm, selling agent and firm, sale/lease price, dollar amount claimed, and transaction credit. To claim credit for both listing and selling sides in a transaction, there must be both a contract to purchase and a listing agreement signed by the seller on file with the firm.
7. All applications MUST show page totals for the "\$ Amount Claimed" and "Trans. Credit" columns. An adding machine tape IS REQUIRED if the application is completed manually. Applications do not require an adding machine tape if (1) completed on line or (2) the sales and transaction information is submitted on a computer-generated form with automatic totals and is presented in the EXACT FORMAT as the application form.
8. Applications must be submitted on the 2010-11 DABR Sales Leader Club application. Sales and transaction information required on the application may be submitted in computer-generated form as long as the information is presented in the EXACT FORMAT as the application form itself. The Official Application form must still be submitted to supply the other required information. Reproductions of the form may be used.
9. Application must be legible, (typed or printed in ink) complete and all pages signed by the applicant. The broker or office manager must sign the first page of the application. If the applicant was licensed with more than one broker during the contest period, the signature of a broker or office manager must

appear on each page of the application to certify the transactions made while the applicant was licensed with their company. Applications must be accompanied with the application fee in the amount of \$100.00 payable to the Dayton Area Board of REALTORS®. Applications may be submitted individually or in a group by the Broker. If submitted in a group the applications may be accompanied by one check to cover all application fees. A list of all applicants should accompany group submittals.

10. Attach to the application one original, color photograph with the name printed on the back. The photo must be a minimum size 2”x 3” to a maximum size 5” x 7”, head and shoulders only with no props. Newspaper or magazine clips or digital photos sent by email will NOT be accepted. Black & white photographs will not be accepted. An application will be disqualified if a photo is not included. Submission of poor quality photos may result in poor quality reproduction in the Dayton newspaper announcement. Photographs will be returned within 45 days after the Sales Leader Club Recognition Reception.

11. NO FAX OR E-MAIL TRANSMISSIONS WILL BE ACCEPTED.

12. Applications become the property of DABR once submitted and may be disqualified if incomplete, improperly filled out, illegible or if any information is found to be incorrect. No refund will be made if the application is disqualified.

2010-11 DABR SALES LEADER CLUB

PURPOSE: To give recognition to members of the Dayton Area Board of REALTORS® for outstanding sales performance.

ELIGIBILITY: Any REALTOR® of the Dayton Area Board of REALTORS® in good standing is eligible. Only sales closed during the time an applicant is a member of the board will count. A member who has been found guilty of unethical conduct by the Professional Standards Committee during the award year is ineligible for an award during that award year. A member who has been found in violation of Section 4735.18 of the Ohio Real Estate Laws and Rules by the Ohio Real Estate Commission is ineligible for an award during that award year. All real estate sales shall be considered eligible whether residential, commercial or industrial. Only commercial/industrial leases may be claimed (multi-year leases must be claimed one time only in the first year of the lease). The words “sales” and “leases” are hereinafter used interchangeably. Transactions claimed must have been closed BETWEEN October 1, 2010 AND September 30, 2011. Applicants who have not previously applied or received a Sales Leader Club Award can qualify at the First Time Achiever attainment level.

AWARD ATTAINMENT LEVELS

First Time Achiever	\$1 Million or 17 Sale/Lease Transaction Credits
Award of Achievement	\$1.5 Million or 25 Sale/Lease Transaction Credits
Award of Distinction	\$2.5 Million or 50 Sale/Lease Transaction Credits
Award of Excellence	\$5 Million or 75 Sale/Lease Transaction Credits
Pinnacle of Performance	\$7.5 Million

METHOD OF ATTAINMENT: There are two methods of achieving the Award for all levels except Pinnacle of Performance.

METHOD A: DOLLAR VOLUME The amount to be claimed is obtained by dividing the sales price by the number of sales agents participating in the sale or transaction. The total sales price may be claimed if the applicant lists AND sells the property. One-half of the total sales price is claimed if the applicant serves only to list OR sell the property. No more than two listing OR selling agents may receive a proportionate amount of the sales price or credit per transaction. COMMISSIONS OR BONUSES CANNOT BE INCLUDED ON THIS APPLICATION.

METHOD B: NET TRANSACTIONS (Not applicable to Pinnacle of Performance) Credit is granted on the same basis as

METHOD A: If the applicant lists AND sells the property, one transaction credit may be claimed. If the applicant serves only to list OR sell the property, 1/2 transaction credit may be claimed. No more than two listing or selling agents may receive a proportionate amount of 1/2 transaction credits.

Example

	Property	Method A \$ Volume	Method B Credit
Agent lists and sells	\$50,000	\$50,000	1
Agent lists only	\$50,000	\$25,000	.5

Agent sells only	\$50,000	\$25,000	.5
Two listing agents	\$50,000	\$12,500	.25
Two selling agents	\$50,000	\$12,500	.25

FSBO/UNLISTED NEW BUILD: For Sale By Owner and unlisted new build credit can only be given for the selling portion of the transaction.

TEAMS: Team recognition is not provided for in this program. Team members may apply for individual recognition. Each transaction must be split proportionately. This is an individual award and assignment of credit for transactions is prohibited.

LEASES: Only commercial/industrial leases may be claimed. Multi-year leases must be claimed one-time only in the first year of the lease for the full amount of the lease.

REFERRALS: Credit will not be given for outgoing referrals.

VERIFICATION: Verification of eligibility must be confirmed by each applicant submitting an application, and his/her broker or office manager must certify and sign the application. When an applicant has worked for more than one office during the eligibility period, each broker or office manager must certify the sales made while the applicant was affiliated with that company. The Committee reserves the right to randomly audit applications and verify any or all sales reported.

AUDIT VERIFICATION: In the event an applicant's application is audited, the applicant agrees to provide the following documentation to verify any and all sales reported: Contract to Purchase, Listing Agreement and HUD-1 Settlement Statement.

ADVERTISING AND PROMOTION: Advertising as a Sales Leader Club Award winner is prohibited until after the awards are officially presented at the Board's Sales Leader Club Recognition Reception. Each company and its associates shall be prohibited from publishing, orally or in writing, any advertising material or promotional material which compares the number of awards received by said company against the total number of awards presented or against the number of awards received by any other company or companies in any given year. This prohibition shall further apply to comparing the number of awards received in a level against the total number of awards presented at that level.

Immediately following the presentation of awards, the board will place in the Dayton newspaper the names, photographs and company affiliation of the award winners. Names of award recipients will be published in alphabetical order and include the appropriate number of asterisks to indicate the level of attainment.

- First Time Achiever*
- Award of Achievement**
- Award of Distinction***
- Award of Excellence****
- Pinnacle of Performance *****

A notation will indicate that an applicant changed companies after September 30, 2011. If a recipient seeks to use this achievement on business cards or any advertisements, it must clearly indicate that it is the Dayton Area Board of REALTORS~ Sales Leader Club and the year or years the award was received (e.g. {DABR} Dayton Area Board of REALTORS® Sales Leader Club – 2011).

PRESENTATION OF AWARD: Those qualifying for the DABR Sales Leader Club will be recognized and presented an award, if requested, at the DABR Sales Leader Club Recognition Reception. Recognition of recipients will be by the company with which the recipient is currently affiliated. Only recipients in good standing at the time of the reception will be recognized. Awards not picked up by recipients within 30 days of the reception will be mailed and the recipient charged a \$10 fee.

ENFORCEMENT: Failure to abide by these rules may result in disqualification of the company and/or the individual(s) involved in participating in the Sales Leader Club Award Program for the current and/or following award year. Such decisions shall be made by the Recognition Committee, subject to approval by the Board of Directors. Such decisions shall be final.

RECOGNITION COMMITTEE: The Committee, composed of 12 members appointed by the President, will serve as the official selection body, and its decisions shall be final. Four members shall be appointed each year for a term of three years.