



2011

Ohio Association of REALTORS®

PRESIDENT'S SALES CLUB

Official Application and Rules and Eligibility for Teams

The Most Important Rules

1. If you are submitting your application by mail, the envelope must be postmarked BY THE U.S. POSTAL SERVICE BY JULY 21, 2011. If you are submitting your application in person or via an overnight delivery service, applications must be received by 5:00 p.m. on July 22, 2011 at OAR Headquarters. It is the sole responsibility of the applicant to ensure that his or her application meets the deadlines stated above.
2. The signature of the applicant, as well as his or her broker or office manager must appear on each transaction page of the application. If the applicant has been associated with more than one office during the eligibility period, the signatures of all brokers or office managers are required.

Other Important Rules

3. Name of applicant should be written as you wish it to appear on your certificate or plaque. You must complete the file number and board name for proper credit.
4. Level of Attainment and Method of Production MUST be properly indicated. If audited by OAR and the Level of Attainment applied for is not met, the application will automatically default to the next lower Level of Attainment Category.
5. CLOSING DATES **MUST** BE IN CHRONOLOGICAL ORDER WITH VERIFICATION UPON REQUEST. 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.
6. Applications must be submitted on the 2011 OAR President's Sales Club application. Sales and transaction information required on the application may be submitted on any 8 1/2" X 11" form as long as the information is presented in the EXACT FORMAT as the application form itself. The Official Cover Sheet must still be attached to supply the other required information. Photocopy reproductions of the 2011 application are acceptable. You can also fill out the form on-line at www.ohiorealtors.org, then print, sign and mail.
7. Application must be legible, (typed or printed in ink) and must be accompanied by an application fee in the amount of **\$55.00 for electronic certificate or \$70.00 for plaque payable to the Ohio Association 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.
8. Mail applications, with payment enclosed, to: Ohio Association of REALTORS®, 200 East Town Street, Columbus, OH, 43215.
9. **NO FAX OR E-MAIL TRANSMISSIONS WILL BE ACCEPTED.**
10. Applications become the property of OAR once submitted.

ATTENTION BROKERS: A reminder to make sure all information submitted on applications is accurate and verified. The submission of false information could result in the disqualification of the entire office.

VERIFICATION: Verification of eligibility must be confirmed by each agent submitting an application, and his/her broker or office manager must certify and sign the application. When an agent has worked for more than one office during the eligibility period, both brokers must certify sales while in his or her office.

AUDIT: OAR reserves the right to randomly audit applications from the date of their receipt through September 1, 2011 to verify all sales claimed. No audits will be conducted beyond this period. If audited, copies of signed listing agreements and/or purchase contracts will be requested.

ENFORCEMENT: **FAILURE TO ABIDE BY THESE RULES MAY RESULT IN DISQUALIFICATION OF THE COMPANY AND/OR THE INDIVIDUAL OR INDIVIDUALS INVOLVED IN PARTICIPATING IN THE OAR PRESIDENT'S SALES CLUB AWARD PROGRAM FOR THE CURRENT AND/OR FOLLOWING AWARD YEAR.** Such decisions shall be made by the OAR's President's Sales Club Task Force, appointed by the OAR President. Such decisions shall be final.

2011 OAR President's Sales Club Award - Team

CERTIFICATE, PLAQUE AND LOGO IMAGE: A choice of Electronic Certificate (\$55.00 fee) or Plaque (\$70.00 includes shipping) is now available along with a logo image to use on your own personal websites and/or emails for immediate advertising. This image will be linked to OAR's website and an explanation of the award will be provided.

TEAM AWARDS - Agents can now apply for the President's Sales Club Award as a team. See below for further details.

"TOP 5" CATEGORY - The purpose of this category is to recognize the "Top 5" REALTORS®/Teams in Ohio in the following categories: Individual Award for Method A: Dollar Volume Claimed and Method B: Transaction Credits Claimed; Team Award for Method A: Dollar Volume Claimed and Method B: Transaction Credits Claimed.

- The recipients will be announced during the President's Sales Club Recognition Event held during the OAR Convention.
- OAR will advertise the recipients' accomplishment in the OHIO REALTOR® newspaper and the OAR website. Each "Top 5" recipient will receive a personalized news release to submit to the local news media and specific language that may be used in the recipient's advertising.
- The "Top 5" recipients will receive an upgraded etched glass award, in place of the traditional OAR President's Sales Club award plaque. "Top 5" ribbons will be given to each recipient at the OAR Convention.

ROOKIE CATEGORY: To qualify for this special recognition, the applicant must qualify and apply for the award within the first two years of licensure. Special recognition will be given in the President's Sales Club booklet which is distributed at the convention and mention will be made at the President's Sales Club Recognition Event.

PURPOSE: To recognize exemplary individual sales performance of Ohio REALTORS®.

ELIGIBILITY: Any REALTOR® member of the Ohio Association of REALTORS® in good standing is eligible. All real estate sales may be claimed for transaction or dollar volume credit, whether residential, commercial or industrial. The terms "sales", "leases" and transactions" are hereafter used interchangeably. **TRANSACTIONS CLAIMED MUST HAVE BEEN CLOSED BETWEEN JULY 1, 2010 AND JUNE 30, 2011.**

AWARD ATTAINMENT LEVELS FOR TEAMS

AWARD OF ACHIEVEMENT	AWARD OF DISTINCTION	AWARD OF EXCELLENCE	PINNACLE OF PERFORMANCE
\$1.5 MILLION IN SALES VOLUME	\$3.75 MILLION IN SALES VOLUME	\$7.5 MILLION IN SALES VOLUME	\$11.25 MILLION IN SALES VOLUME
-or-	-or-	-or-	-or-
38 SALE/LEASE TRANSACTION CREDITS	75 SALE/LEASE TRANSACTION CREDITS	113 SALE/LEASE TRANSACTION CREDITS	150 SALE/LEASE TRANSACTION CREDITS

METHOD OF ATTAINMENT: There are two methods of achieving the Award for each level, whether you are applying for the Individual Award or the Team Award.

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. Two or more listing OR selling agents receive a proportionate amount of sales price. COMMISSIONS OR BONUSES CANNOT BE INCLUDED ON THIS APPLICATION.

METHOD B: NET TRANSACTIONS 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. Two or more listing OR selling agents receive a proportionate amount of 1/2 transaction credits.

	<u>PROPERTY</u>	<u>\$ VOLUME</u>	<u>CREDIT</u>	
Agent lists and sells	\$50,000	\$50,000	1	
Agent lists only	\$50,000	\$25,000	1/2	
Agent sells only	\$50,000	\$25,000	1/2	
Two or more listing agents	\$50,000	\$12,500	1/4	Or Proportionate Amount
Two or more selling agents	\$50,000	\$12,500	1/4	Or Proportionate Amount

REFERRALS: 1/4 credit will be given for referrals over and above the listing and selling agent credit. (e.g. Selling price is \$50,000, referral agent would receive \$12,500 credit or 1/4 net transaction credit.) Only the most recent referral on either the listing or sale side of the transaction may be claimed. Check mark the column marked "REFERRAL" for each referral claimed. If audited, a closing statement or referral form will be required and a copy of the check for the referral fee, paid to the applicant, may be required.

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

TEAMS: A team shall be defined as a business affiliation of two or more licensed agents that report their sales under only one agent's name, subsequently giving the credit for these sales to only one agent ("primary agent"). This affiliation can be a family unit, i.e. a husband and wife; mother and daughter; or it can be a key agent with one or more licensed agents transacting business under his/her name and reporting these transactions under that key agent's name. If an agent is part of a team then the agent must apply for the President's Sales Club Award as a Team.

If during the course of the awards period a team member decided to leave a team, the agent may apply for the Individual President's Sales Club Award claiming only those sales achieved after leaving the team through the end of the award period

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.

MULTI-LOT: The number of transaction credits granted in multi-lot sales will be equal to the number of buyers. (i.e. five lots and one buyer equals one transaction credit; five lots and five buyers equals five transaction credits.)

LATE APPLICATION ACCEPTANCE: Applications postmarked after July 21, 2011 but on or before July 31, 2011 will have the option of submitting a late fee of \$100 plus the application fee of \$55 (electronic certificate) or \$70 (plaque). If your application is postmarked after July 21 but on or before July 31, you will be notified of this option via certified mail or by telephone.

ADVERTISING AND PROMOTION: In all advertising and representations to the public the abbreviation "OAR" MUST precede the phrase "President's Sales Club". The year or range of years MUST be included. (e.g. OAR President's Sales Club-2011 or OAR President's Sales Club-1999-2010) The Level of Attainment may be included in all advertising including business cards, news releases, or personal promotion pieces. (e.g. OAR President's Sales Club Award of Achievement-2009) You will receive notification of the results of your application by August 5, 2011. SUCCESSFUL CANDIDATES MAY ADVERTISE THEIR ACHIEVEMENT UPON RECEIPT OF THIS NOTIFICATION.