

2009
Zanesville Board of REALTORS®
Million Dollar Club

Official Application and
Rules and Eligibility

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 DECEMBER 28, 2009.** If you are submitting your application in person or via an overnight delivery service, applications must be received by 4:30PM on December 31, 2009 at ZBR. **It is the sole responsibility of the applicant to ensure that his or her application meets the deadline 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 plaque. You must complete the file number for proper credit.
4. Level of Attainment and Method of Production **MUST** be properly indicated. If audited by ZBR 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 price, dollar amount claimed, and transaction credit.
6. Applications must be submitted on the 2009 ZBR Million Dollar 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 form must be attached to supply the other required information.** Photocopy reproductions of the 2009 application are acceptable. You can also fill out the form on-line at www.zbrealtors.com, then print and 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 **\$25 payable to the Zanesville 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.
8. Mail applications, with payment enclosed, to: Zanesville Board of REALTORS®, 800 Leonard Ave, Suite A, Zanesville, Ohio 43701.
9. **NO FAX OR E-MAIL TRANSMISSIONS WILL BE ACCEPTED.**
10. Applications become the property of ZBR once submitted.

2009 ZBR Million Dollar Club Award

PURPOSE: To recognize exemplary individual sales performance of Zanesville REALTORS®

ELIGIBILITY: Any REALTOR® member of the Zanesville Board 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", and "transactions" are hereafter used interchangeably. **TRANSACTIONS CLAIMED MUST HAVE BEEN CLOSED BETWEEN DECEMBER 1, 2008 AND NOVEMBER 30, 2009.**

AWARD ATTAINMENT LEVELS

AWARD OF ACHIEVEMENT	AWARD OF DISTINCTION	AWARD OF EXCELLENCE	PINNACLE OF PERFORMANCE
\$1 Million in sales volume - or - 25 sales transaction credits	\$2.5 Million in sales volume - or - 50 sale transaction credits	\$5 Million in sales volume - or - 75 sale transaction credits	\$7.5 Million in Sales Volume - or - 100 Sale transaction credits

METHOD OF ATTAINMENT: There are two methods of achieving the Award of each level.

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, ½ transaction credit may be claimed. Two or more listing OR Selling agents receive a proportionate amount of ½ 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	½	
Agent Sells Only	\$50,000	\$25,000	½	
Two or more listing agents	\$50,000	\$12,500	¼	Or Proportionate Amount
Two or more selling agents	\$50,000	\$12,500	¼	Or Proportionate Amount

REFERRALS: ¼ 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 ¼ 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 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: Team recognition is not provided for this program. Team members may apply for individual recognition. Each transaction must be split proportionally. This is an individual award and assignment of credit for transactions is prohibited.

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' five transaction credits.)

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: ZBR reserves the right to randomly audit applications from the date of their receipt through January 5, 2008 to verify all sales claimed. No audits will be conducted beyond this point. If audited, copies of signed listing agreements and/or purchase contracts will be requested.

LATE APPLICATION ACCEPTANCE: Applications postmarked after December 28, 2009 but on or before December 31, 2009 will have the option of submitting a late fee of \$50 plus the application fee of \$25. If your application is postmarked after December 28, but on or before December 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 "ZBR" MUST precede the phrase "Million Dollar Club". The year or range of years MUST be included. (e.g., ZBR Million Dollar Club – 2009 or ZBR Million Dollar Club 1993-2005) The Level of Attainment may be included in all advertising including business cards, news releases, or personal promotion pieces. (e.g., ZBR Million Dollar Club Award of Achievement – 2009) You will receive notification of the results of your application by January 11, 2009. **SUCCESSFUL CANDIDATES MAY ADVERTISE THEIR ACHIEVEMENT UPON RECEIPT OF THIS NOTIFICATION.**

PRESENTATION OF AWARD: Those qualifying for the ZBR Million Dollar Club will be recognized and presented an award at the ZBR General Membership Meeting being held at the Zanesville Country Club on Friday, January 22, 2010. Those not attending the Membership Meeting can pick their awards up at the Board Office.

ENFORCEMENT: Failure to abide by these rules may result in disqualification of the company and/or the individual or individual's involved in participating in the ZBR Million Dollar Club Award Program for the current and/or following year. Such decisions shall be made by the ZBR Board of Directors. Such decisions shall be final.

