



2009
Ohio Association of REALTORS®
President's Sales 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 JULY 21, 2009**. 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, 2009 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. 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 2009 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 form must still 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.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 **\$68.00 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.

NEW 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 dinner.

NEW CERTIFICATE AND LOGO IMAGE: Plaques will no longer be distributed to the winners of the President's Sales Club. In place of the plaques a certificate will be emailed to all winners. Along with the certificate a logo image will be provided for the winner to use on their 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. It was the decision of the President's Sales Club Task Force to no longer provide plaques to the winners.

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.

2009 OAR President's Sales Club Award

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, 2008 AND JUNE 30, 2009.**

AWARD ATTAINMENT LEVELS

AWARD OF ACHIEVEMENT	AWARD OF DISTINCTION	AWARD OF EXCELLENCE	PINNACLE OF PERFORMANCE
\$1 MILLION IN SALES VOLUME	\$2.5 MILLION IN SALES VOLUME	\$5 MILLION IN SALES VOLUME	\$7.5 MILLION IN SALES VOLUME
-or-	-or-	-or-	-or-
25 SALE/LEASE TRANSACTION CREDITS	50 SALE/LEASE TRANSACTION CREDITS	75 SALE/LEASE TRANSACTION CREDITS	100 SALE/LEASE TRANSACTION CREDITS

METHOD OF ATTAINMENT: There are two methods of achieving the Award for 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, 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: 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.

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.)

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, 2009 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.

LATE APPLICATION ACCEPTANCE: Applications postmarked after July 21, 2009 but on or before July 31, 2009 will have the option of submitting a late fee of \$100 plus the application fee of \$68. 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-2009 or OAR President's Sales Club-1998-2009) 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 7, 2009. **SUCCESSFUL CANDIDATES MAY ADVERTISE THEIR ACHIEVEMENT UPON RECEIPT OF THIS NOTIFICATION.**

PRESENTATION OF AWARD: Those qualifying for the OAR President's Sales Club will be recognized at the OAR President's Sales Club Recognition Dinner during OAR's Annual Convention. A President's Sales Club Booklet comprised of the award recipients will be distributed at the Convention. **NEW: Special "Rookie" recognition will be given in the President's Sales Club Booklet. Recognition will also be given during the awards dinner by the MC when announcing the winners name.**

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.



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