



2015 Application Guidelines

REQUIRED

- ☐ Completed Application
- ☐ Completed Tally Sheets
- ☐ Fees
 - Individual, Corporate and Project Applications – \$40
 - Team and Office Categories – \$50
 - Special Awards – No Fee

Application deadline: Thursday, February 19, 2015.

*Applications will not be considered complete until payment has been received.

Questions? Please contact:

Stephanie Favro | (303) 300-8494 | excellence@dmarealtors.com

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37TH DENVER METRO REALTORS®

EXCELLENCE AWARDS





RULES AND ELIGIBILITY

I. Eligibility

- ☐ Only members (Primary or Secondary) of the Denver Metro Association of REALTORS® are eligible to participate in the Denver Metro REALTORS® Excellence Awards.
- ☐ Eligible transactions are those closed between January 1, 2014 and December 31, 2014.
- ☐ Eligible properties include sales and referrals of single family residences, as well as condominiums, townhouses, residential lots and multiple dwellings units that are in the Denver Metro area.

II. Definitions and Rules

- ☐ **Minimum Production:** The minimum production is \$4 million or 20 sides, which is based on gross sales figures
- ☐ **Listing and Sale:** Brokers who both list and sell a property may take credit for both sides of the sale.

Example:

You listed and sold a \$150,000 property. This qualifies as: Number of sides: 2 | Gross Sale Price: \$150,000 | Production Figure: \$300,000

- ☐ **Listing or Sale:** Brokers who list OR sell a property can take credit for only one side of the sale.

Example:

You sold a \$150,000 property. This qualifies as: Number of sides: 1 | Gross Sale Price: \$150,000 | Production Figure: \$150,000

- ☐ **Co-Listings:** Brokers involved in a "co-listing" (a listing or sale shared with another broker) receive credit for half of the amount of the transaction.

Example:

You co-listed a \$150,000 property with another agent. This qualifies as: Number of sides: 0.5 | Gross Sale Price: \$150,000 | Production Figure: \$75,000

- ☐ **Referrals:** When a broker associate refers a buyer or seller to another broker, the referring broker may claim the same percentage as the actual referral fee paid upon completion of the transaction during 2014.

Example:

John refers a \$100,000 listing to Mary. She will pay John a 20% referral fee. Mike sells Mary's listing. Since the referral fee is paid out of Mary's side only, John may claim a volume credit of \$20,000 (20% of the sales price). Mary may claim a volume credit of \$80,000 (80% of the sales price). Mike may claim a volume credit of \$100,000 (100% of the sales price).

- ☐ **New Construction, For Sale by Owners (FSBOs), and HUDs:** Brokers who sell new construction, FSBO, and HUD homes may claim the gross sales price (100%) as their production figure. In case of FSBOs and HUDs: brokers who both list and sell a property may take credit for both sides of the sale.





III. Application Audit and Review

- ☐ **Audit:** The Denver Metro Association of REALTORS® reserves the right to audit all applications. Make sure your application is complete. Incomplete applications may be rejected or returned for correction.
- ☐ **Additional Documentation:** The Excellence Awards Review Panel may request further documentation to verify accuracy. If closing documents are audited, the closing settlement sheet must be signed by the broker or broker's assignee. If the audit proves the application is inaccurate, the applicant may be disqualified.
- ☐ **Certification:** The applicant's managing broker must certify the application and tally sheets. The company the broker worked for 2014 will be the one recognized at the awards.
- ☐ **Application Review:** The 2015 Excellence Awards Review Panel, appointed by the Denver Metro Association of REALTORS® Board of Directors, will make the final decision on disputes concerning rule interpretations, and has the authority to assign applicants to the correct category. By signing this application, applicant is verifying that they agree to all rules and requirements.

Deadline for applications: **Thursday, February 19, 2015.**

PRODUCTION RECOGNITION CATEGORIES

I. Individual Volume and Sides

To qualify you must be able to meet ALL four criteria below:

- ☐ Attend more than 85% of your closings
- ☐ Sign more than 85% of your listing agreements
- ☐ Generate less than 85% of production volume as a buyer's agent with leads produced by another agent
- ☐ Not participate in collective marketing with other agents and not a part of team who shares responsibilities, commissions and expenses

II. Team Volume and Sides

To qualify you must be able to meet ANY of the criteria below:

- ☐ Derive more than 15% of annual sales from team member selling activities
- ☐ Participate in collective marketing with or part of a team of other agents who share responsibilities, commissions and expenses
- ☐ Attend less than 85% of your closings
- ☐ Sign less than 85% of your listing agreements
- ☐ Generate more than 85% of production volume as a buyer's agent with leads produced by another agent





PRODUCTION RECOGNITION CATEGORIES (Continued)

III. Office Production

To qualify you must be able to meet the criteria below:

- ☐ Office category applicants must be managing brokers who hold Primary membership status with the Denver Metro Association of REALTORS®.
- ☐ Only offices defined as a single location can apply for this category
- ☐ The size of the office and therefore the category is determined by the number of licensed agents listed as of 12/31/2014 under MLS office rosters and under the managing broker's ID at REcolorado.
- ☐ If the single office location has 80% or more of Denver Metro Association of REALTORS® members (primary and secondary), then the entire office's production will be counted in the office volume awards.
- ☐ If the single office location has less than 80% of Denver Metro Association of REALTORS® members (primary and secondary), then only the production of DMAR members can be counted in the office volume awards.

Note: Recognition will go to the Top Volume and Top Sides in the following categories which represent the size of the office: 1-5 agents, 6-10 agents, 11-30 agents, 31-50 agents, 51-75 agents, 76-100 agents, 101-200 agents, and 201+ agents.

IV. Projects Volume

To qualify you must be able to meet the criteria below:

- ☐ Projects must have at minimum 10 units/lots in one building or subdivision
- ☐ 50% of your business is projects
- ☐ If qualified for this category, you will not be eligible for another Recognition Category

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37TH DENVER METRO REALTORS®

EXCELLENCE AWARDS

SPECIAL RECOGNITION CATEGORIES

I. Broker/Manager of the Year

Any REALTOR® who is a member of the Denver Metro Association of REALTORS® may be nominated for Broker/Manager of the Year. The Broker/Manager may be a current or a past Broker/Manager of a company.

II. Rookie of the Year

A REALTOR® who is a member of DMAR can qualify for the Rookie of the Year Award if he/she has been active in the real estate industry for less than two years prior to 12/31/14.

III. Support Person of the Year

Support Person of the Year may or may not be licensed.

IV. Rising Star

A REALTOR® who is a member of DMAR can qualify for the Rising Star Award if he/she has been active in the real estate industry for less than one year prior to 12/31/14. Additionally, applicants must have a sales production volume between \$1 million and \$4 million.

V. Community Service Award (Individual or Company)

Denver Metro REALTOR® Excellence Awards recognizes REALTORS® and REALTOR® companies who dedicate time and resources to community service.



37TH DENVER METRO REALTORS®

EXCELLENCE AWARDS

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DENVER METRO
ASSOCIATION OF REALTORS®

4300 East Warren Ave. Denver, CO 80222 / 303-756-0553 / dmarealtors.com