

COLUMBUS REALTORS®

AGENT STATUS DECLARATION FORM

As a member of the Columbus REALTORS® **and** the Columbus and Central Ohio Regional Multiple Listing Service, licensees are required, for the purposes of determining credit towards a Columbus REALTORS® Award, to declare their status as either a solo agent or a team agent and you are prohibited from declaring as both at the same time. For those who are unsure about which to select, the definitions are listed below. If you are a Team Agent, complete and submit this Agent Status Declaration.

Solo Agent: Member is considered a solo agent and not a member of a team if the member conducts business **without** the assistance/support/partnership of **any** licensed agent **or** licensed assistant.

Team Agent: Member is considered a team agent if the member conducts business **with** the assistance/support/partnership of **any** licensed agent **or** licensed assistant regardless of level of involvement. All members of a team must belong to the same brokerage and office.

Section 1: TEAM LEAD REALTOR® Information & Declaring Team Members

Team Leads must declare all members of the team.

For those members who indicate themselves as a **team** applicant, transaction credit distribution of the list or sell side will be divided equally by the number of members assigned to the transaction by the **Team Lead**.

Team Leads must take an equal portion of the credit, not greater than 50% of each transaction side, based upon the number of members on the team.

Team Leads will have the availability to determine which team members are to receive credit for that particular transaction. A minimum of two team members must be assigned to the transaction - one of which must be the **Team Lead**.

Team Leads will have 30 days from the date of closing to assign credit otherwise it will be distributed evenly amongst everyone on the team at the time of sale.

TEAM LEAD- REALTOR® Information

First Name: _____ Last Name: _____

NRDS #: _____ License/File Number: _____

MLS Office ID Number: _____

TEAM NAME: _____

Section 2: Broker REALTOR® Information

Required when creating or disbanding a Sales Awards team, changing team lead, or changing a team name.

First Name: _____ Last Name: _____

NRDS #: _____ License/File Number: _____

MLS Office ID Number: _____

Broker Signature: _____ Date: _____

***** Important *****

Any assigned credit will not be retroactively changed after leaving a team.

Any sales closed on or after the date a new team member is declared on a team will be credited to that team.

In the absence of an updated Agent Status Declaration all agents will remain on their current team and credit will be split accordingly until such time as an updated Agent Status Declaration is received.

Are there more than 20 Team Members (not including the Team Lead) Circle One: Yes OR NO
(If more than 20, you must attach a list of all Team Members, their NRDS#, and their Status)

I hereby certify that all of the above information is true and accurate to the best of my knowledge.

TEAM LEAD or BROKER Signature: _____ **Date:** _____

Please email completed form to: **Alisa Houston** - SalesAwards@columbusrealtors.com
Columbus REALTORS®, 2700 Airport Dr., Columbus, Ohio 43219