

# Sales Awards: Rules & Regulations



## **Submission Deadline:**

Applications must be received no later than the current year's deadline found on [Columbus REALTORS® website](#). NO EXCEPTIONS.

## **Application Fee:**

Application must be submitted and accompanied by an application fee [online](#).

## **Eligibility:**

Only primary or secondary members of Columbus REALTORS® with membership in its MLS may apply for a sales award. Those who subscribe as MLS-only are not eligible to apply.

## **How Credit is Determined:**

1. Please make sure you ARE SUBMITTING YOUR MOST CURRENT AND ACCURATE sales report with your application. Any closings that occur after application submission but prior to Nov 1st will not be considered towards your cumulative totals moving forward.
2. To be considered for current Sales Awards year application, all non-MLS closings need to be entered by Oct 31st regardless of MLS policy. **Please note, once an award is received additional credit cannot be added retroactively. Please make sure all your transactions are on your Sales Report before applying.**
3. EXCESS SALES VOLUME IS ANY SALES VOLUME REMAINING AFTER THE DEDUCTION THE REQUIRED AWARD LEVEL VOLUME.
4. Disputes pertaining to excess volume must be submitted in writing no later than December 31st of the year in which the sales award is presented.
5. Out of Market Closings Referrals, Leases, and Rentals are not eligible for credit.
6. Only producing primary agents can receive Sales Award credit. Co-Listing agents in MLS do not receive Sales Awards credit. (Only declared teams in the Sales Awards tracking system can split credit)

Dollar Volume	
Representing:	% of the total Sold Price
Dual Agent	100%
Seller's Agent	50%
Buyer's Agent	50%

## **TEAMS**

1. A TEAM, FOR THE PURPOSES OF SALES AWARDS, WILL BE DEFINED BY THE MOST RECENT [AGENT STATUS DECLARATION FORM](#) SUBMITTED TO COLUMBUS REALTORS.
2. All team leaders will receive 50% of sales credit for each transaction closed by the team. Team leaders will receive an email upon a transaction closing in the MLS within 24 hours in order to assign remaining credit to other team member(s). In the event the team lead fails to assign credit within 30 days, the sales tracking system will automatically distribute credit evenly between ALL team members declared by the most recent Agent Status Declaration form submitted by the team leader. Determine how your team will address the assignment of credit to a team member who is being removed from the team. It's best to make the credit assignment at the time the team member leaves, rather than later when that member applies for a sales award.
3. REGARDLESS OF THE 30 DAY RULE, ALL UNASSIGNED CREDIT FOR CURRENT AWARDS YEAR WILL BE AUTO ASSIGNED 24 HOURS BEFORE APPLICATION DEADLINE.
4. If an error is made when assigning credit, you have 72 hours to notify [salesawards@columbusrealtors.com](mailto:salesawards@columbusrealtors.com) to request a correction.
5. Any transaction that closes within 7 days of joining/leaving a team AND receipt of an updated Agent Status Declaration form to Columbus REALTORS® will be eligible for review by the committee for proper credit disbursement at the discretion of the committee.
6. Recognition of individual sales award recipients, who are declared members of a sales team, will be given with recipient's name and team name (as declared on the application) on the award certificate/plaque, Awards Gala printed program, Association website, etc. Replacement certificates will not be provided for past awards should the award recipient subsequently leave the team and apply for awards in the future as a solo agent.

# Methods of Application

METHOD A	METHOD B
Must obtain each award in sequential order	Meeting all other criteria, this method is for those individuals who have obtained a minimum of 10 cumulative years of REALTOR membership with the Columbus REALTORS® (whether primary or secondary) to apply for the award of their choice with qualifying volume. Method B may be used once to skip ahead to award of choice. If you skip ahead, you cannot retroactively apply for lesser available awards.
AWARDS	
<b>PRESIDENT'S MERIT AWARD (1 million)</b>	A minimum cumulative sales volume of \$1,000,000 by the year of application
<b>PRESIDENT'S COMMITMENT AWARD (5 million)</b> <i>(Previous President's Merit Award 1 million PLUS an additional minimum of 4 million in sales credit)</i>	A minimum sales volume of \$4,000,000 cumulative after gaining admission to the President's Merit Award <i>(including any excess volume from previous sales)</i>
<b>PRESIDENT'S EXCELLENCE AWARD (10 million)</b> <i>(Previous President's Commitment Award 5 million PLUS an additional minimum of 5 million in sales credit)</i>	A minimum sales volume of \$5,000,000 cumulative after gaining admission to the President's Commitment Award <i>(including any excess volume from previous sales)</i>
<b>PRESIDENT'S PRESTIGE AWARD (25 million)</b> <i>(Previous President's Excellence Award 10 million PLUS an additional minimum of 15 million in sales credit)</i>	A minimum sales volume of \$15,000,000 cumulative after gaining admission to the President's Excellence Award <i>(including any excess volume from previous sales)</i>

## Transaction Deadline:

1. Timeframe for the President's Merit Award are those sales closed by October 31st by the year of application.
2. Timeframe for the President's Commitment, President's Excellence, and President's Prestige Awards are those sales closed between November 1 of the year in which the previous award was achieved through October 31st in the year of application.

## Computer Generated Transactions:

For Closings occurring after October 31st, 2008, transactions will be computer generated. Closings prior to November 1st, 2008 will no longer be accepted.

## Fraudulent Material:

If any form of documentation submitted for the awards is found to be altered/fraudulent, applicant will be disqualified from receiving the award.

## **ADDITIONAL GUIDELINES**

3. Columbus REALTORS® staff are not permitted to modify sales award transaction credit once a transaction has been assigned sales award credit by the team leader AFTER THE 72 HOUR WINDOW (see Teams on Page 1). Requests for such modification must be submitted in writing to the Recognition & Sales Awards Committee for consideration.
4. Advertising as a sales award recipient is prohibited until such time you officially receive the award for which you have applied. All sales awards are officially presented at the annual Presidents Ball.
5. Any deviation from the statement indicating applicant is a recipient of the Columbus REALTORS® \$1 Million, \$5 Million, \$10 Million or \$25 Million Dollar Awards or the President's Merit Award, President's Commitment Award, President's Excellence Award or President's Prestige Award is prohibited in any form of advertising. Correct Example: Joe Realtor is a recipient of the Columbus REALTORS® \$10 Million Dollar Award. (or President's Excellence Award)
6. Recipients of any sales awards prior to 2019 may continue to self-promote using the former category names (\$1 Million Dollar Award, \$5 Million Dollar Award, \$10 Million Dollar Award, \$25 Million Dollar Award) or the new category names implemented in 2019 (President's Merit Award, President's Commitment Award, President's Excellence Award or President's Prestige Award).
7. The Recognition & Sales Awards Committee reserves the right to contact brokers, former brokers and former cooperating agents in clarifying information submitted in application.
8. No person may receive the President's Merit Award, President's Commitment Award, President's Excellence Award or President's Prestige Award more than once.
9. All transactions must have been conducted in the state of Ohio.
10. Name of applicant must be as it appears on license.
11. Only current application form is acceptable.
12. Application must be TYPED. INCOMPLETE, IMPROPERLY COMPLETED, OR ILLEGIBLE APPLICATION WILL BE DISQUALIFIED.
13. Applications become the property of Columbus REALTORS®.
14. All decisions of the Recognition & Sales Awards Committee are final.
15. FAILURE TO STRICTLY COMPLY WITH THE RULES SET HEREIN WILL RESULT IN DISQUALIFICATION.