



2018 Celebration of Excellence Award Rules

The Celebration of Excellence is an Awards Program for members of the Williamson County Association of REALTORS® (WCAR). This program is provided by WCAR to enhance our members' professional and personal success. It is the Association's opportunity to recognize those members whose Excellence in Sales and Association involvement have placed them in the top percentage of REALTORS® within our organization.

Eligibility Requirements:

All applicants for an award must be a member in good standing with WCAR and shall not have been found in violation of the Code of Ethics during the application year by WCAR or the Tennessee Real Estate Commission (TREC).

Applicant must have closed a minimum of Two Million Dollars (\$2,000,000) in sales or leases, a minimum of six (6) transactions, and a minimum of twelve (12) involvement credits, between January 1, 2018 and December 31, 2018, to be eligible for an award.

Any sales/leases made while applicant was not a member of WCAR will NOT be counted toward earning an award.

All sales/leases must be submitted on the proper WCAR forms.

Applicant is responsible for submitting any required documentation providing proof that sales/leases and involvement credit information is accurate.



Sales, Transaction, and Involvement Requirements:

Award Levels

Bronze: \$2,000,000 – 4,999,999 plus minimum of 6 transactions and 12 involvement credits

Silver: \$5,000,000 – 7,499,999 plus minimum of 8 transactions and 12 involvement credits

Gold: \$7,500,000 – 14,999,999 plus minimum of 12 transactions and 12 involvement credits

Platinum: \$15,000,000 – 24,999,999 plus minimum of 16 transactions and 12 involvement credits

Titanium: \$25,000,000 and above, plus minimum of 20 transactions and 12 involvement credits

Ways to Earn Involvement Credits

Attendance:

- ✓ Attend any WCAR Event or In-Classroom Course- 1 credit
 - Must sign in before class or at registration and stay for the entire class or event.
 - Each day of class is worth 1 credit, this includes Trec Classes.
 - Only classes attended at WCAR count toward involvement credits.
- ✓ Attend Spring TAR Convention - 2 credits*
- ✓ Attend Fall TAR Convention – 2 credits*
- ✓ Attend NAR Convention, Boston - 4 credits*
- ✓ Attend NAR Legislative Meetings and Trade Expo, Washington DC – 4 credits*

****Registration is required to receive credit for attending any convention***



Investments:

- ✓ Investment of \$15 - \$98 to RPAC – 1 credit
- ✓ Investment of \$99 - \$499 to RPAC- 2 credits
- ✓ Investment of \$500 - \$999 to RPAC- 3 credits
- ✓ Investment of \$1,000 or more to RPAC- 4 credits
- ✓ Donation of \$15 - \$98 to REALTOR® Good Works Foundation – 1 credit
- ✓ Donation of \$99 - \$499 to REALTOR® Good Works Foundation - 2 credits
- ✓ Donation of \$500 - \$999 to REALTOR® Good Works Foundation - 3 credits
- ✓ Donation of \$1,000 or more to REALTOR® Good Works Foundation - 4 credits

Service:

- ✓ Serve on REALTOR® Good Works Foundation Committee - 4 credits
- ✓ Serve on any WCAR Committee - 4 credits (*four credits for each committee in which you serve. Example: If you served on YPN and RPAC you would have 8 credits*)
- ✓ Chair any WCAR Committee - 8 credits
- ✓ Vice Chair any WCAR Committee – 6 credits

Participation:

- ✓ Vote in Annual WCAR Election - 1 credit
- ✓ Complete WCAR Leadership Academy - 4 credits

Application Process:

An application all related forms will be posted on WCAR's website no later than November 1st each year for the current year's Celebration of Excellence Award.

Applicant must use the online WCAR application or the WCAR printable application from the current application year.

Applicant must submit all required documentation and a headshot at the time of application submission.

An application fee check or receipt of online payment in the amount of *\$150 must accompany all application submissions. Fee may be paid by the applicant or the applicant's broker.



The deadline for applications for the Celebration of Excellence Award is 5:00 p.m. on January 15th (In years where the 15th falls on a weekend, the deadline will be extended to 5:00 p.m. the following Monday).

The deadline is final. The Awards Committee highly recommends applicants submit their applications well before the deadline. Applications may be submitted as early as November 15th of the application year.

****NOTE: \$150 Application fee will be refunded if applicant does not qualify.***

Qualification Requirements:

Only sales that have closed or leases that have been executed during the applicable calendar year may be used to qualify for the award.

Applicant must be either the listing agent or selling agent, and a commission must be earned, to receive credit for any transaction.

Multi-year leases will be counted only in the year in which they commence. Commence shall mean leases that have been signed by all parties, monies have been exchanged, and the lease is in effect (commenced).

Calculation of Applicant's Portion of Transaction Requirements:

If the applicant is the listing agent, selling agent, or facilitator they may take full credit for the total dollar volume of the sale or lease, and shall receive credit for one transaction. If applicant is the listing, selling agent or facilitator in a transaction where the other party is unrepresented, dollar volume will NOT be doubled; however, the applicant will still receive credit for one transaction for the listing side AND one transaction for the selling side (total of two transactions).

In co-op sales (a listing agent and a selling agent) both agents will receive credit for the full dollar volume AND each agent will receive credit for one full transaction. Neither the dollar volume nor the transaction amount will be split when there is only one listing and one selling agent.



In the event of co-listings and/or co-sales (where there are more than one listing and/or selling agent) the dollar volume AND the transaction volume shall be divided equally between the co-listing and/or co-selling agents. If one agent receives a greater commission split than the other co-listing or co-selling agent(s), their portion in calculating for the award will still be equal to that of all other co-listing or co-selling agents involved.

Sales Examples:

A home closes for \$400,000. Dan is the Listing Agent and Ann is the Selling Agent.

- Dan receives credit for \$400,000 and one (1) transaction.
- Ann receives credit for \$400,000 and one (1) transaction.

A home closes for \$400,000. Dan and Stan are Co-Listing Agents and Ann is the Selling Agent.

- Dan receives credit for \$200,000 and one-half (1/2) transaction.
- Stan receives credit for \$200,000 and one-half (1/2) transaction.
- Ann receives credit for \$400,000 and one (1) transaction.

A home closes for \$400,000. Dan and Stan are Co-Listing Agents, and Ann and Fran are Co-Selling Agents.

- Dan receives credit for \$200,000 and one-half (1/2) transaction.
- Stan receives credit for \$200,000 and one-half (1/2) transaction.
- Ann receives credit for \$200,000 and one-half (1/2) transaction.
- Fran receives credit for \$200,000 and one-half (1/2) transaction.

A home closes for \$400,000. Dan is the listing agent, selling agent or facilitator in a transaction where the other party is unrepresented.

- Dan receives credit for \$400,000 and two (2) transactions.



Lease Examples:

A one-year lease is signed in May of 2018. The commencement date is June 1, 2018 and the termination date is May 31, 2019. The monthly rent is \$2,000. Ann is the Listing Agent on this property and Dan is the Leasing Agent and both receive a commission for this transaction.

- Dan receives credit for \$24,000 in dollar volume ($\$2,000 \times 12$ months) and one (1) transaction.
- Ann receives credit for \$24,000 in dollar volume ($\$2,000 \times 12$ months) and one (1) transaction.

Stan is the Listing Agent for his client who owns an office building. Stan negotiates a five-year lease with an unrepresented customer that commences October 1, 2018 and terminates September 30, 2023. The building leases for 20,000 per month.

- Stan receives credit for \$1,200,000 in dollar volume ($\$20,000 \times 60$ months) and one (1) transaction.

Note: Stan may not count any volume in subsequent years 2019 – 2023. In the event Stan negotiates a renewal of the lease in 2023, he may take credit for the renewal in the year in which it takes place.

Teams/Groups:

Any agent(s) working as a team/group or advertising as a team/group must apply for the award as a team.

Referral Fees or Options to Purchase or Lease:

Referral fees or options to purchase or lease are not considered sales or leases; therefore may not be counted toward receiving the award.



Farms, Lots or Land:

Any transaction of real estate property may be used in applying for this award.

Non MLS Sales:

Any non MLS transaction must accompany sufficient documentation to prove to the Awards Committee that the applicant was involved. The Committee reserves the right to require additional documentation if needed.

Documentation:

Documentation may include, but is not limited to:

- Copies of current MLS
- Copies of signed closing statements or executed leases (*it is permissible to cross out names in the event of confidentiality concerns*)
- Copies of commission checks
- WCAR or TREC education transcripts (*WCAR will provide Awards Committee with sign-in sheets for all events*)
- Confirmation for attendance at conventions
- Copies of cancelled checks for RPAC investments and REALTOR® Good Works Foundation donations, etc.

It is the sole responsibility of the applicant to furnish all documentation required by the Awards Committee to remove any reasonable doubt as to their involvement in any sale/lease transaction, or their attendance to any event.

Verification:

All applications will be reviewed by the WCAR Awards Committee. Any transaction not reported in the proper form or not sufficiently documented may be disqualified. The Awards Committee shall have the right, but not the obligation, to request additional information from the applicant or from the applicant's broker to verify any sale or lease transaction. Any additional information requested by the



committee must be returned by the applicant to the offices of WCAR within 48 hours of request or application will be subject to disqualification for an award.

Any applicant found to have taken credit for sales/leases they did not earn or for giving credit for sales/leases they earned for another agent, is subject to disqualification.

Awards Gala:

There will be a special awards presentation to honor all recipients of the Celebration of Excellence Awards. Application fee includes the applicant's admission to this event. However, applicant must RSVP by the advertised deadline. Applicant may purchase additional tickets at a cost to be determined prior to the event by the Awards Committee.

Advertising Requirements:

Any agent receiving an award may advertise to the public they are a recipient and may advertise the level they have attained; however, no advertisement by the applicant stating they have won or received this award may be done prior to the annual Celebration of Excellence Awards Gala.