

**GOLDEN ISLES ASSOCIATION OF REALTORS®  
2017 CIRCLE OF EXCELLENCE APPLICATION FORM**

**TO: ADMISSION COMMITTEE-CIRCLE OF EXCELLENCE**

I hereby make application for membership to the *Circle of Excellence* of the Golden Isles Association of REALTORS and have enclosed my non-refundable application fee. I hereby certify that if applying for active status for Residential and/or Commercial sales/Commercial Leases, I personally sold and closed a minimum of 6 transactions and 3 million dollars in real estate during the period of **January 1, 2016 through December 31, 2016. If applying using commercial real estate, you can combine commercial sales and commercial leasing. The commercial lease will be calculated during the year in which the lease is fully executed and only that year. The commercial lease will calculate as the gross amount of rents that will be collected over the term of the lease.** If applying for property management, I certify that the company's gross rental commissions/management fees were at least \$70,000 during my active involvement. **Please note, beginning with the 2017 Circle of Excellence applications property management applicants for an Active Circle of Excellence Membership status must provide a printout showing the property address managed and gross rental income collected between January 1, 2016 and December 31, 2016. An adding machine tape totaling the amounts must also be included with your application.**

**IMPORTANT NOTE:** If you are applying as both sales associate and property manager, you are required to fill out two (2) separate applications and apply separately. (You must submit two application fees as well). All applications must be in final form at the time of submission. If you are applying for the first time, or want an updated photo, a photo must be submitted with application if you wish to appear in the Circle of Excellence ad. You must be a member in good standing with the Golden Isles Association of REALTORS® to apply. Please contact the Association office or Zaida Harris at 912-258-1089 or zaidaclayharris@gmail.com if you have any further questions. Thank you.

**AN ADDING MACHINE TAPE MUST BE ATTACHED TO EVERY APPLICATION. If you do not have an adding machine, you are welcome to use the one at the Board Office.** Computer generated Sales & Listings will be accepted if used in the same order as original forms provided, but an adding machine tape still must be attached. **Broker signature required on application.**

<b>TOTAL SALES AND LISTING CREDIT CLAIMED</b>	\$ _____
<b>TOTAL RENTAL COMMISSIONS CLAIMED</b>	\$ _____
<b>TOTAL COMMERCIAL SALES &amp; LEASES CLAIMED</b>	\$ _____
<b>TOTAL NUMBER OF TRANSACTIONS</b>	_____

**I AM HEREBY MAKING APPLICATION FOR MEMBERSHIP AS:** (Please check only one)

- Residential
  Commercial Sales/Commercial Leasing
  Property Management  
 **Yes, please provide me with a wooden plaque to put my certificate in.**

- MEMBER ACTIVE STATUS** applicants who have met the required sales totals and number of transactions for the year.  
 **Applying for First Time** **Application fee \$35.00**

**To qualify for Life Membership in the Circle of Excellence applicants must have been Active Members of the Circle of Excellence For 3 consecutive years or have qualified as an Active Member in the Circle of Excellence for any 5 nonconsecutive years.**

- LIFE MEMBER STATUS** Applicants shall apply for Life Member Status when they have been a Life Member of the Circle of Excellence In a previous year(s) but do not qualify for Active Life Member status this year due to not having met the required sales totals and/or number of transactions for the year.  
 **LIFE MEMBER ACTIVE STATUS** Applicants who have met the required sales totals and number of transactions for the year.  
 **Applying for First Time** **Application fee \$35.00**

To qualify for membership in the Circle of Excellence as an Oglethorpe Member one must have been an Active Member of the Million Dollar Club and/or Circle of Excellence for 10 years. These do not need to be consecutive years.

- OGLETHORPE MEMBER** Applicants who have been Active Oglethorpe Members for one or more previous years but have not met the Required sales totals and/or number of transactions for the year.
- ACTIVE OGLETHORPE MEMBER** Applicants who have met the required sales totals and number of transactions for the year.
- Applying for First Time**

**Application fee \$35.00**

Respectfully Submitted:

\_\_\_\_\_ **Applicant's Signature**

\_\_\_\_\_ **Date**

\_\_\_\_\_  
**First Middle Last**  
*(Applicant's printed name as you wish it to appear on the award)*

I, \_\_\_\_\_,  
(Applicant's Principal Office REALTOR® Broker) (Company)

\_\_\_\_\_  
**SIGNATURE OF BROKER**

I swear that the above is in accordance with our records and that there were no cooperating agents except as shown either in or out of our office. I certify that the above applicant is qualified for admission to the Circle of Excellence under the present Rules and Regulations of that Club. Attached is a copy of an itemized statement of sales for the qualifying year. **Please submit this application and fee to the Association Office at or before 5:00 pm, January 13th, 2017 -- no exceptions. Please make checks payable to the Golden Isles Association of REALTORS®.**

**The Association Office is not responsible for any incomplete or wrong applications.**

## ***Circle of Excellence: Overview (updated for 2016 qualifying year)***

***Purpose:*** To recognize members of the Golden Isles Association of REALTORS® who have excelled in real estate sales and property management during the qualifying period.

***Qualifying period:*** Plaques given in beginning of the next year for the qualifying period of January 1<sup>st</sup>-December 31<sup>st</sup> of the current year. (This year's qualifying period earns REALTORS® the award for 2017 Circle of Excellence).

### ***Claiming Credit:***

- **Residential & Commercial REALTORS®:** if a listing is 2 sided (listed by one agent, sold by another) each may claim 100%. If co-listed or co-selling agent involved, each may claim 50%. If you are both Listing and Selling agent, 100% is the most allowed to claim.
- **Property Managers:** if more than one REALTOR® works together with joint management responsibilities, the total gross management fee/commission will be divided equally. Each REALTOR® will be then be required to make \$70,000 in management fees.
- **Commercial REALTOR®:** If applying using commercial real estate, you can combine commercial sales and commercial leasing. The commercial lease will be calculated during the year in which the lease is fully executed and only that year. The commercial lease will calculate as the gross amount of rents that will be collected over the term of the lease.

### ***Categories:***

Circle of Excellence ***Member:*** REALTOR® who has not made life membership yet. Must make \$3,000,000 in sales **and** 6 transactions in qualifying year or Property Manager who makes \$70,000 in gross management fees and/or commissions to be considered "**active**".

Circle of Excellence ***Life Member:*** REALTOR® or Property Manager who has qualified as an "**active**" member for either 3 years in a row or after any 5 active years. Once you have reached Life Member, you will be considered a Life status member every year an application is filed, until Oglethorpe status is reached. Please see "maintaining membership" for more details.

Circle of Excellence ***Oglethorpe Member:*** REALTOR® or Property Manager who has had 10 "active" years in Circle of Excellence. These do not need to be in succession. Once you are an Oglethorpe member, you will be considered Oglethorpe for all years in which an application is filed.

***Maintaining Membership:*** After you have reached Life status, you may remain a Circle of Excellence member, without an "active" qualifying year. An application will still need to be turned in and the \$35 application fee paid for you to remain a member. You will be recognized and still receive a plaque at the Circle of Excellence Luncheon. This will keep you current with the Circle of Excellence Club. *If you do not apply for a year or more, there will be a \$35 reinstatement fee along with the application fee. Years in which you were not an "active" member, will not be applied toward Oglethorpe.*

**Please remember: for REALTORS® the worksheet, adding machine tape and Brokers signature on application are required for the application to be accepted. Property Managers need the total commission on application and Brokers signature on application.**

\*For complete rules, please review the Circle of Excellence Rules and Regulations. They can be found at [www.navicamls.net/414](http://www.navicamls.net/414) under Rules and Regulations or at [www.goldenislesrealtors.com](http://www.goldenislesrealtors.com).

