

JACKSONVILLE BOARD OF REALTORS[®], INC
825 GUM BRANCH ROAD, SUITE 135
JACKSONVILLE, NORTH CAROLINA 28540
VOICE: 910.347.6556 FAX: 910.347.1944 jbornc@bizec.rr.com

To Whom It May Concern

Please find enclosed a copy of the Code of Ethics and Standards of Practice of the National Association of REALTORS[®]. The Jacksonville Board of REALTORS[®], Inc., as a Member of the National Association of REALTORS[®] abides by the Articles of the Code of Ethics.

If you feel that an Article of the Code of Ethics has been violated by a REALTOR[®] Member, you may file a complaint to the attention of the Grievance Committee at the Jacksonville Board of REALTORS[®], 825 Gum Branch Road, Suite 135, Jacksonville, NC 28540. In filing an Ethics complaint, please be article specific (i.e., identify a particular Article). Any person having reason to believe a member is guilty of any conduct subject to disciplinary action may file a complaint, provided the complaint is filed within one hundred eighty (180) days after the facts constituting the matter complained of could have been known in the exercise of reasonable diligence.

Please complete the Complaint in its entirety, sign and date it, attach a statement in support of the alleged violation(s), and submit copies of all material you feel is pertinent to your complaint. Also, it is suggested that before filing this form that you contact the Broker-In-Charge to see if this problem can be resolved.

If you feel this matter is not a Code of Ethics violation, you may wish to contact the North Carolina Real Estate Commission at 919- 875-3700. If I may be of further assistance, please do not hesitate to contact me. If this matter relates to rental property, you may call the State Department of Consumer Protection, Rental Dispute Division, at 919.716.6000.

Sincerely,

Jamie F. Cooper
Executive Officer
Jacksonville Board of REALTORS[®], Inc.