

METRO SOUTH ASSOCIATION OF REALTORS®, INC.

AWARD CATEGORIES FOR REALTOR® OF THE MONTH ARE: COMMERCIAL, ROOKIE OF THE MONTH, RESIDENTIAL NEW HOMES AND RESIDENTIAL RESALE HOMES. Please indicate: **Team ( ) Individual ( )**

CRITERIA FOR RESIDENTIAL SALES AGENT  
OF THE MONTH AWARD AND ROOKIE OF THE MONTH

(Please indicate which category you are applying for)

**ELIGIBILITY:**

1. An agent must be a member of the Metro South Association of REALTORS®, Inc. in good standing.
2. An agent may be nominated monthly but win only once per quarter.

**NOMINATION SUBMISSION:**

1. Nominations must be submitted on the proper form and signed by the managing broker and nominee.
2. Nominations must be in the Metro South Board office NO LATER THAN 4:30 p.m. on the 10th of each month.
3. Only one nomination may be submitted by managing broker each month.
4. Nominations should be accompanied by a publicity photo for possible publication.
5. A \$20 application fee (includes lunch at time of award presentation) must accompany this application in order to be considered for this award.

**RULES FOR DETERMINING WINNER:**

1. 100% of sales volume will be given for the sale of agent's own listing.
2. 50% of sales volume will be given for the sale of someone else's listing.
3. 50% of sales volume will be given for agent's listing being sold by another agent.
4. Circle of Excellence (formerly Million Dollar Club) qualifications shall apply.

**IN CASE OF A TIE:**

The agent with the most transactions will be declared winner. Should the number of transactions be equal, the winner will be determined by the agent's contributions to the real estate industry and community.

**PLEASE NOTE: COMMERCIAL PROPERTIES ARE DEFINED AS FOLLOWS:**

Any transaction which is not residential. Determinations to be made by the zoning on the property at time of closing.

**ALL APPLICANTS ARE ENCOURAGED TO ATTEND THE MEETINGS TO BE PERSONALLY RECOGNIZED.**

1. NEW HOMES AND RE-SALE AGENTS OF THE MONTH

A. The Residential REALTOR® of the Month shall be divided into 2 categories, Re-sale and new Home Sales.

- 1) If 65% of the sales volume claimed was generated in new home sales, the applicant shall apply under New Home Sales. Volume generated by re-sales may be included in the total volume.
- 2) If 65% of the sales volume claimed was generated by re-sales, the applicant shall apply in the Re-sale Category including new home sales in total volume
- 3) Should the applicant's total volume not comprise 65% in either category, the agent shall apply for the category in which he normally would fall.

2. THE ROOKIE OF THE MONTH. **Team ( ) Individual ( )**

- 1) Applicant must be a member of the Metro South Association of REALTORS® in good standing.
- 2) Applicant must have completed MSAR Orientation.
- 3) Applicant shall have been licensed 12 months or less.
- 4) Nomination must be on the current application form and submitted to the Association office NO LATER THAN 4:30 p. m. on the 10th day of the month.
- 5) The member may win only once a quarter.

**Team ( )    Individual ( )**  
(Please circle which category you are applying for)

Award for Month of \_\_\_\_\_ due in Board office 4:30 p.m. on 10th of each month.

Agent's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Firm's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

A.     Sales closed, agent's own listings: New% \_\_\_\_\_ or Re-Sale% \_\_\_\_\_

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total A \_\_\_\_\_

B.     Sales closed, other's listings: New% \_\_\_\_\_ or Re-Sale % \_\_\_\_\_

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total B \_\_\_\_\_

C.     Listings closed, sold by others: New % \_\_\_\_\_ or Re-Sale % \_\_\_\_\_

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

TOTAL C \_\_\_\_\_

(New Homes or Re-Sales continued)

Volume A Total \_\_\_\_\_ % New Homes \_\_\_\_\_

50% of B Total \_\_\_\_\_ % Re-Sales \_\_\_\_\_

50% of C Total \_\_\_\_\_

Monthly Volume \_\_\_\_\_

Describe contributions made by agent to the real estate industry and the community along with biographical data:

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As broker, I have verified the information and to the best of my knowledge, find it to be accurate.

Broker's Signature \_\_\_\_\_ Date: \_\_\_\_\_ Phone # \_\_\_\_\_

Nominee's Signature \_\_\_\_\_ Date: \_\_\_\_\_ Phone # \_\_\_\_\_

ROOKIE OF THE MONTH NOMINATION FORM

Award for Month of \_\_\_\_\_ due in Assoc. office 4:30 p.m. on 10th of month.

Agent's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Firm's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

A. Sales closed, agent's own listings:

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total A \_\_\_\_\_

B Sales closed, other's listings:

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total B \_\_\_\_\_

C Listings closed, sold by others:

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total C \_\_\_\_\_

(Rookie of the Month Nomination form continued)

Volume A Total\_\_\_\_\_ Date Licensed\_\_\_\_\_

50% of B Total\_\_\_\_\_ Date of Association Orientation\_\_\_\_\_

50% of C Total\_\_\_\_\_

Monthly Volume\_\_\_\_\_

Describe contributions made by agent to the real estate industry and the community along with biographical data.

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As broker, I have verified the information and to the best of my knowledge, find it to be accurate.

Broker's Signature\_\_\_\_\_ Date:\_\_\_\_\_ Phone #\_\_\_\_\_

Nominee's Signature\_\_\_\_\_ Date:\_\_\_\_\_ Phone#\_\_\_\_\_

COMMERCIAL SALES AGENT NOMINATION FORM

Award for Month of \_\_\_\_\_ due in Assoc. Office 4:30 p.m. on 10th of each month.

Agent's name: \_\_\_\_\_ Phone # \_\_\_\_\_

Firm's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

A. Sales closed, agent's own listings:

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total A \_\_\_\_\_

B. Sales closed, other's listings:

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total B \_\_\_\_\_

C. Listings closed, sold by others:

| Address | Type Property | Date Closed | Amount |
|---------|---------------|-------------|--------|
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |
|         |               |             |        |

Total C \_\_\_\_\_

Volume A Total\_\_\_\_\_

50% of B Total\_\_\_\_\_

50% of C Total\_\_\_\_\_

Monthly Volume\_\_\_\_\_

Describe contributions made by agent to the real estate industry and the community along with biographical data:

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As broker, I have verified the information and to the best of my knowledge, find it to be accurate.

Broker's Signature\_\_\_\_\_ Date:\_\_\_\_\_ Phone #\_\_\_\_\_

Nominee's Signature\_\_\_\_\_ Date:\_\_\_\_\_ Phone #\_\_\_\_\_