

## 2017 PROFESSIONAL ACHIEVERS CIRCLE APPLICATION Checklist

1. For recognition purposes, please choose the following category that applies to you.
  - a. General Brokerage (Resale/Leasing/New Homes)
  - b. Team (Agent with one or more licensed listing/selling assistants/partners)
2. Properties are to be listed according to closing date.
3. Each page must be totaled and cumulative total placed on the application form.
4. If your total volume comes from more than one office/company, you must submit separate certification and volume forms for each office/company.
5. If applicable, FMLS or GMLS company/office i.d. numbers must be used.
6. Applications are due on **Tuesday, January 16, 2018** and WILL NOT be accepted after 5:00 p.m. All applications must be mailed directly to 5784 Lake Forrest Drive, Atlanta, Georgia 30328. OR You may handle deliver to association staff at the Cartersville Country Club during the Membership Luncheon between 10:30 a.m. - 1:00 p.m.
7. Application fee must be received at time of application. (An application fee includes one seat at the awards luncheon and PAC award/plate)
  - a. **If you have an existing perpetual plaque and just need to order a plate, the application fee will be \$65. If you need a perpetual plaque, then the cost for application fee and plaque will be \$125.**
  - b. If you are submitting a team application, there must be an application fee paid for every team member wanting to receive PAC recognition.
  - c. Late Filing Period- An application may be turned in between the due date through 5:00 p.m. January 31st as long as it accompanied by the application fee and the late fee of \$250. No applications will be accepted after January 31st.
8. The 2017-2018 Association dues must be paid prior to application and submitted to the Association.
9. The awards will be presented at the Awards Luncheon – March 20, 2018. Although lunch is included in the application fee, applicants need to make a lunch reservation and choose an entrée selection.

### ASSOCIATION MEMBERSHIP

**REMEMBER...** All applicants who have applied for membership in the Northwest Metro Association of REALTORS® within (30) days of activating or transferring his/her License to a company/office whose Broker is a member in good standing in the Northwest Metro Association of REALTORS® and by paying dues and being approved for membership by the Board of Directors, he/she is eligible for membership in the NWMAR Professional Achievers Circle, and may use all volume credits derived from transactions closed ON or AFTER the date membership application is received by the Northwest Metro Association of REALTORS® for qualifying purposes.

However, if an applicant does not apply for membership in the Association within the thirty (30) days of transferring his/her License to a company whose Broker is a member in good standing in NWMAR and by paying dues and being approved for membership by the Board of Directors, he/she is eligible for membership in NWMAR Professional Achievers Circle, BUT may only use the volume credits from transactions closed ON or AFTER the date membership application is approved by the Board of Directors and all membership requirements have been met.

#### **IMPORTANT: AN APPLICANT MUST HAVE SUCCESSFULLY COMPLETED ORIENTATION REQUIREMENTS FOR MEMBERSHIP WITHIN THE REQUIRED PERIOD OF TIME.**

If applicant transferred into the Northwest Metro Association of REALTORS® during qualifying year from another association and intends to submit volume credits derived from transactions closed while member of previous association, a letter from the previous association stating applicant's membership status as of January 1 of qualifying year and a list of Million Dollar Club Awards and/or Professional Achievement Awards if any, and years obtained in previous association must accompany application to NWMAR Professional Achievement Award Circle.

# NORTHWEST METRO ASSOCIATION OF REALTORS®

## 2017 PAC APPLICATION

**Application Deadline: Tuesday, January 16, 2018, 5:00 p.m.**

- ❖ Application Fee (per name on application) MUST be attached.
- ❖ Transactions must have closed during 2017.

<b>Please check ONLY appropriate category of membership you are applying for:</b>			
<b>Section Ia</b>			
<input type="checkbox"/> <b>General Brokerage (Resale, Leasing, and New Homes)</b>			
<b>Individual's Name</b>	(As you want it to appear on your certificate)	<b>License #</b>	
<b>Company</b>		<b>Office Phone</b>	
<b>Section Ib (DO NOT COMPLETE IF YOU COMPLETED 1A)</b>			
<input type="checkbox"/> <b>Team (Agent with 1 or more licensed listing/selling assistants)</b>			
<b>Team Name</b>	(Team Name to appear on your award)		
<b>Company</b>		<b>Office Phone</b>	
<b>Each Team Member Applying for Membership (\$65 Application Fee Per Member)</b>	(As you want it to appear on your certificate)	<b>Each Team Member License #</b>	

<b>Section II - Only complete if you have previously been a member of another REALTOR® association.</b>	
If you were in an Association other than NWMAR during 2017, please provide the following:	Have you ever been a member of another Million Dollar Club/PAC? If so:
Name of Assoc.	Name of Assoc.
Effective Membership Date	Years in MDC/PAC <i>Please list all years not just cumulative total</i>
Are you applying for their MDC/PAC ? <input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Section III</b>		
<b>TOTAL DOLLAR CREDIT CLAIMED:</b>		
Total Current Company:	\$ _____	<b>PLEASE NOTE: ALL APPLICATIONS WILL BE AUDITED.</b>
Total Previous Company:	\$ _____	
<b>Total Volume Credit Claimed</b>	<b>\$ _____</b>	

# NORTHWEST METRO ASSOCIATION OF REALTORS® 2017 PAC APPLICATION

**Section IV** - I wish to purchase the associated plaque/award as follows:

<b><u>Quantity:</u></b>		<b><u>\$Total:</u></b>
_____	<b>\$65 Application fee per Individual or Team Member Applying</b> Includes Plate for Qualifying Year	_____
_____	<b>+ \$60 per Twelve (12) year period Perpetual Plaque with Header Plate</b> Header Plate for Team Members must have Team Name on it	_____
<input type="checkbox"/>	<b>\$250 Late Fee</b> (check if applicable)	_____
<b>Total Application Fees and Awards: \$</b>		_____
<p>Please make a reservation and choose your entrée selection for the PAC luncheon which will be Thursday, March 20, 2018.</p>		

**Applicant: Do not fill in below this line. Continue to next page with the letter of certification.**

### VERIFICATION REPORT

For Board Staff Only	Yes	No	Verified by	For Board Staff Only	Verified by
Application fee paid?				Total PAC Years	
DR cert. letter signed?				PAC Code	
Dues paid?				Notes	
Correct name in computer?					
Member qualifying year?					
Member of Another Assoc.?					
Effective Membership Date					

# NORTHWEST METRO ASSOCIATION OF REALTORS®

## 2017 PAC APPLICATION

### Agent Certification

#### Agent/Team

I, \_\_\_\_\_, hereby make application for membership in the Professional Achievers Circle of the Northwest Metro Association of REALTORS® and hereby certify that I personally handled the following real estate transactions, (as evidenced by the attached information which I also verify as accurate) during the period of January 1, 2017 through December 31, 2017.

Respectfully submitted \_\_\_\_\_ (Applicant's signature)

Respectfully submitted \_\_\_\_\_ (Applicant's signature – Team Member)

Respectfully submitted \_\_\_\_\_ (Applicant's signature – Team Member)

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#### Current Designated REALTOR® / Managing Broker

I, \_\_\_\_\_ (Current Broker) of \_\_\_\_\_ (Company) swear that I have read the rules and regulations of the Professional Achievers Circle of NWMAR and that the named applicant is qualified for admission under said rules. I have read and reviewed the application of and I warrant that this application is true and correct and in accordance with our records showing total volume of \$\_\_\_\_\_ and that there were no cooperating agents except as shown either in or out of our office. A real estate commission was paid to the applicant in cash or collectible note according to the indicated percentage of total credit claimed. I understand that should there be any errors in form or content of the above application, other than typographical or mathematical; the application submitted shall be disqualified without prejudice. I certify that I am a REALTOR® member of the Northwest Metro Association of REALTORS®, and that all membership requirements have been met by this applicant.

Respectfully submitted \_\_\_\_\_ (Broker's Signature)

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#### Previous Designated REALTOR® / Managing Broker

(Use only if applicant transferred to another company during 2017)

I, \_\_\_\_\_ (Previous Broker) of \_\_\_\_\_ (Company) swear that I have read the rules and regulations of the Professional Achievers Circle of NWMAR and that the named applicant is qualified for admission under said rules. I have read and reviewed the application of and I warrant that this application is true and correct and in accordance with our records showing total volume of \$\_\_\_\_\_ and that there were no cooperating agents except as shown either in or out of our office. A real estate commission was paid to the applicant in cash or collectible note according to the indicated percentage of total credit claimed. I understand that should there be any errors in form or content of the above application, other than typographical or mathematical; the application submitted shall be disqualified without prejudice. I certify that I am a REALTOR® member of the Northwest Metro Association of REALTORS®, and that all membership requirements have been met by this applicant.

Respectfully submitted \_\_\_\_\_ (Previous Broker's Signature)