

## 2023 OUTSTANDING SALESMANSHIP CLUB CRITERIA

### PLEASE READ ALL INFORMATION BEFORE FILLING OUT SUBMISSION FORM

Attached is the information and instructions required for participation in the Outstanding Salesmanship Club Program. Please read all instructions and the criteria and review the submission form FIRST. We ask that Principal and Managing Brokers make sure their agents understand and follow all criteria instructions and fill out the submission form correctly and completely. VPAR will not be held responsible for any submissions that are not filled out correctly or are incomplete.

This Club, sponsored by the Virginia Peninsula REALTORS®, is comprised of outstanding REALTOR® members who have attained qualifications for membership. Any REALTOR® meeting these qualifications is entitled to membership, as long as they meet all established criteria.

Nominees must be REALTOR® members as well as Primary or Secondary members of the Virginia Peninsula REALTORS®, Inc.

**The deadline for award submissions to the Association office is 12:00 NOON on Thursday, January 11, 2024. Late submissions will be accepted if received by must be accompanied by a \$50.00 per business day late fee payment per application for up to one week after deadline.**

Applicants will be required to submit the Certification Form and OSC Data Form to be signed by both applicant and Managing Broker. Applicants who apply as a Team must submit a Team Contact form as well as a copy of their Team License from DPOR. These forms along with the criteria are available on the vpar.realtor web site. The OSC data form is also available by request in an electronic format for tracking award totals.

Applicants are required to have on file with the Association a current color photo. If you are a first-time award winner, you must submit a color photo by email in a JPG format. The applicant's name and firm must provided in the email. All photos must be submitted to the Association by 4:00pm Friday, January 19th. You may contact the Association Office if you would like to check the status of your photo or file with VPAR.

A filing fee (by credit card payment or check made payable to VPAR) must accompany each application. In the event it is determined that the applicant does not meet the established criteria for any of the award categories and the filing deadline has passed, the filing fee is not refundable. An additional filing fee of \$175 must accompany applications for the Special Awards. Additional fees may be required for the multiple Diamond Awards. The filing fee does not include banquet tickets.

The OSC Awards will be presented at the Outstanding Salesmanship Club Awards Banquet on Saturday, March 9, 2024.

THE ATTACHED GOVERNING QUALIFICATIONS F MEMBERSHIP IN THE OUTSTANDING SALESMANSHIP CLUB HAVE BE ADOPTED BY VIRGINIA PENINSULA REALTORS®, INC. FOR THE 2023 AWARDS.

IF YOU HAVE ANY QUESTIONS ABOUT THE OSC CRITERIA OR FILLING OUT THE APPLICATION, PLEASE CALL JO MCNAMARA AT 757-599-5222.

# QUALIFICATIONS FOR MEMBERSHIP IN THE ASSOCIATION'S OUTSTANDING SALESMANSHIP CLUB

## A. PURPOSE AND PREREQUISITES:

1. To recognize and encourage Outstanding Salesmanship
2. To recognize individual achievements of certain members of the Virginia Peninsula REALTORS®, Inc. who have attained outstanding sales in the real estate field.
3. In the event a REALTOR® transfers from one REALTOR® Broker to another REALTOR® Broker, all transactions settled during the Awards Period shall be counted. No transactions made while in the employ of, or association with, a non-REALTOR® Broker shall be counted.
4. The firm name shown in each award shall be the firm with whom the applicant was associated on the application filing date.
5. The Awards Committee reserves the right to audit, at the Association's office, back-up material submissions to the Outstanding Salesmanship Club. The records of participating offices pertinent to verification of information submitted shall be made available to the Awards Committee upon request by deadline or the submission will be disqualified.
6. Taking credit for any sale not directly or wholly attributable to the applicant in any category may be cause for total disqualification in all categories and subject both the applicant and the certifying principal broker or broker/manager to a Board of Directors determination on eligibility in future award programs. Any submission of an entry without the signatures of the applicant and the Principal Broker or Broker/Manager may be cause for total disqualification.
7. The Awards Committee shall keep all information pertinent to the application strictly confidential.

## B. GUIDELINES:

1. For the purposes of the OSC Award, Gross Closed Brokerage Fees (GCBF) shall be defined as the gross closed income to the firm by the REALTOR® on sales made, listings sold, transaction fees and referral fees earned from all types of real property such as residential, land, lots, commercial, business investment properties and property management. The following are examples of types of income that will not be accepted: BPO's (Broker Price Opinions), warranties, withdrawal fees.

An Award Applicant will apply for only one of the following three award categories:

**TEAM AWARD:** When an agent/entity has one or more licensed agents working for them. When these licensed agents perform anything other than routine administrative duties. Examples of actions not considered administrative duties are: to show property; attend routine inspections and/or walkthroughs; write, present, negotiate, procure or close a listing and/or sales agreement. When these multiple licensees Closed Gross Brokerage Fees (GCBF) are counted under one agent/entity, when the team has been in place for more than 183 days of the award year. The Team Contact Form and a copy of the DPOR Team License must be turned in with the application.

**INDIVIDUAL AWARD:** When an agent operates without the use of any personal staff, or has a personal staff member licensed or not, who performs purely routine administrative duties other than those duties listed above under the Team Award definition.

**PROPERTY MANAGEMENT AWARD:** Agents wishing to apply for this category must have at least 80% of their GCBF from Property Management.

1. In the event a cooperative sale or listing sold is made between two or more agents in the same company, each applicant should be credited with a pro-rata share of the GCBF.
2. The closing date must be from January 1, 2023 to December 31, 2023 to be counted for this award and is the determining factor for the applicants claiming the GCBF.

### C. QUALIFICATIONS:

To qualify, an applicant must:

1. Hold a real estate salesperson's license or brokers license and be a REALTOR® Member (primary or secondary) in Good Standing with Virginia Peninsula REALTORS®

- a. For Bronze Award: \$90,000 - \$134,999
- b. For Silver Award: \$135,000 - \$179,999
- c. For Gold Award: \$180,000 - \$299,999
- d. For Platinum Award: \$300,000 & up

2. Attain one of the sales categories designated below: These categories are based on the gross closed brokerage fees (GCBF) as defined in B-1.

3. GCBF attained individually by one sales agent, or a licensed assistant cannot be assigned to another sales agent for purposes of meeting award requirements. Names as they appear on the MLS printout, Settlement Statement or HUD or company voucher will determine who gets credit, unless applicant provides a company statement signed by the Principal Broker or Broker/Manager documenting otherwise.

### D. ADVERTISING GUIDELINES

Recipients must qualify for membership in the Outstanding Salesmanship Club each year in order to advertise their membership. If membership was not earned in the previous year, then the recipient must specify the year during which he/she was a member. This includes business cards. Team Award winners will not be required to use the team designation in advertising.

Sequence of recognition within a category will be according to GCBF as defined in B-1 of these criteria. Public advertising will include a denotation with an explanation of each award category type (Team Award, Individual Award & Property Management Award). Team Award plaques will include only the award applicants' name.

In all advertising, including business cards, the term "Outstanding Salesmanship Club" must be used in reference to Virginia Peninsula REALTORS®, Inc. OSC Award. Only members who are OSC Award recipients may use the OSC logo in their marketing, advertising and business communication. Under no circumstances will other names be used in reference to the Association's awards program (example: Million Dollar Club, etc.). Failure to comply with the OSC Advertising guidelines may result in a Board of Directors determination on eligibility in future award programs.



OUTSTANDING  
SALESMANSHIP  
CLUB

Virginia Peninsula REALTORS®

# RUBY, EMERALD & DIAMOND AWARD WINNERS

APPLICANT MUST PROVIDE DOCUMENTATION SUBSTANTIATING YEARS CLAIMED FOR ANY YEARS NOT IN THE VPAR DATABASE

**For Ruby Award:** A Recognition Award given to any recipient receiving an award in any category for ten consecutive or non-consecutive award years. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs. This award is only given after a period of ten years including the year in which a Ruby Award is received.

**For Emerald Award:** A Recognition Award given to any recipient receiving an award in any category for twenty consecutive or non-consecutive award years. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs. This award is only given after a period of twenty years including the year in which an Emerald Award is received.

**For Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for five consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs. This award is only given once every five years, including the year in which a Diamond Award is received.

**For Double Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for ten consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs.

**For Triple Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for fifteen consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs.

**For Quadruple Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for twenty consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs.

**For Quintuple Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for twenty-five consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs.

**For Sextuple Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for thirty consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs.

**For Septuple Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for thirty-five consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs.

**For Octuple Diamond Award:** Applicant must have received a Gold Award or a Platinum Award for forty consecutive years, including the award year. Any REALTOR® transferring to the Virginia Peninsula Association of REALTORS®, Inc. from another Association may use similar recognition from previous years in those Board/Association Award Programs.