



AFFILIATE OF THE YEAR AWARD Nomination Form

**PLEASE SUBMIT ALL ENTRIES TO THE BOARD OFFICE NO LATER THAN
THE FIRST FRIDAY IN FEBRUARY BY 3:00 PM.**

PURPOSE: This award shall be presented to an individual and/or organization whose contributions to our profession and community have been made through superior service. It shall be limited to AFFILIATE Members of the East Metro Board of REALTORS®. This award shall be given to recognize individuals who have established a standard of excellence which has served the East Metro Board of REALTORS®, the real estate profession, and the community. The nominee shall have projected and promoted our profession to other REALTORS®, Affiliates, and especially the general public.

ELIGIBILITY: To be eligible for this award, the nominee must be an Affiliate member of the East Metro Board of REALTORS® since January of prior year. Nominations must come from a REALTOR® member. There will be no restriction on the number of times a person may win this award.

How is the Affiliate of the Year selected: Each application that is received is assigned a number, and identification of applicant is blacked out. The last 3 preceding Affiliate(s) of the Year are given each the applications with a score card. Each area of the application has been assigned a percentage, and areas are broken down on the score card with a possible scoring of 1-5: 1 being did not qualify well in the area, 5 being very qualified in the area. Once the application is judged, they are returned to the Association staff. The staff then takes each score card and tallies the score. The applicant with the highest score wins the award.

Example: Affiliate Spirit score of 3 given % of application 20% score for area would be 3 x 20 for total of 60 points.

POLICIES AND PROCEDURES:

1. Each nomination **MUST** be signed by the member nominating. The nominee does not need to sign the form nor does he/she need to be advised of the nomination.
2. It is to be understood that the winner is selected according to information received on nominee's activities and accomplishments and **NOT** according to the number of nominations. Thus, a nomination containing just a name is virtually useless.

3. The deadline for all nominations is 3:00 p.m. on the 1st Friday in February. Any nominations sent after this time will NOT be accepted.
4. The names of the nominees shall remain anonymous to all except Association staff. The winner's name will remain anonymous until presentation.
5. This Nomination Form must be returned with the attached criteria presented in "bullet point format" and in chronological order beginning with most recent activity to be considered for nomination. It is not necessary to complete all sections or address all bullet points.

Mail entries to: East Metro Board of REALTORS®

P O Box 1143 Covington, GA 30015

Sign/Scan/Email to: embor@embor.com

Fax to: 888.883.7495

Nominee: _____

Nominee's Company: _____

Submitted By: _____

Date Submitted: _____

Affiliate of the Year Award East Metro Board of REALTORS®

The following criteria to select the Affiliate of the Year. To be eligible for this award, the nominee must be an Affiliate member of the East Metro Board of REALTORS® since January 1 of prior year. The Nomination Form must be completed and accompany the below criteria in "bullet point" format and in chronological order beginning with most recent activity. It is not necessary to complete all sections or address all bullet points. The deadline for all nominations is 3:00 p.m. on 1st Friday in February. Any nominations sent after this time will NOT be accepted.

1. SPIRIT (50%)

- Professionalism, high principles, faithfulness to laws and regulations of the Association and the Code of Ethics of the National Association of REALTORS®.
- Efforts to encourage good real estate practice among REALTORS® and other Business Partners.
- Give offices held and committee work; special assignments; attendance at meetings and events; membership and offices held in local chapters of Institutes, Societies, etc.
- Local Association Activities.
- Interest and participation in Association projects and programs.
- Attendance at Association meetings and events.

2. PROFESSIONALISM AND SERVICE (25%)

- Public recognition of business conduct.
- Service to clients.
- Imaginative and creative advertising programs.
- Business accomplishments.
- List nominee's personal achievements in the areas of continuing education, attendance at local seminars, short courses, and work on professional designations.
- Other.

3. COMMUNITY INVOLVEMENT OUTSIDE OF ASSOCIATION ACTIVITIES (25%) · Local, state and national participation in civic and service clubs.

- Charitable activities.
- Political action.
- Fraternal or religious groups.
- Service on boards and commissions such as planning, zoning, etc.

PLEASE ATTACH SUPPORTING DOCUMENTATION TO NOMINATION FORM AND RETURN TO THE EAST METRO BOARD OF REALTORS® OFFICE NO LATER THAN THE FIRST FRIDAY IN FEBRUARY 3PM.