

# Broker / Manager of the Year *Nomination Form*

**The purpose of this award is to recognize outstanding achievements and contributions by a REALTOR® who is the Broker/Owner or Sales Manager of his/her real estate firm/office.**

*All entries must be received at the HRRA office no later than 4:00 p.m. November 14, 2008. The award will be presented at the Installation Luncheon and Awards Ceremony on December 12, 2008.*

Name of Nominee: \_\_\_\_\_ Title: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Submissions are limited to a maximum of four pages, double-spaced, one sided only. Nominations exceeding this length will not be considered. Please attach your nomination and use narrative format to address any or all of the following areas:

- 1) REALTOR® spirit, including faithfulness to principles of laws and regulations and the NAR Code of Ethics.
- 2) Efforts to encourage good real estate practices in his/her own office Sales Associates and among other real estate professionals.
- 3) Time spent with press and general public fostering a positive image of the real estate profession.
- 4) Activity in public affairs, including local, state and/or national participation in civic and service clubs, charitable activities, political action, fraternal and/or religious groups.
- 5) Participation in HRRA, including leadership and council or committee work, special assignments, seminar activity, educational work and significant contributions.
- 6) Business accomplishments, including public, peer and intra-company recognition of exemplary business conduct, excellent service to clients, imaginative and creative marketing programs and effective leadership qualities.
- 7) Sales management success. Consider the successfulness of agents managed by nominee, using qualification for Circle of Excellence<sup>sm</sup> as a benchmark. Unique techniques or services to his/her agents, recruitment, goal setting and company awards may also be considered.
- 8) Commitment to personal education. Includes activities in the past 24 months such as professional designations earned, seminars attended, and attendance at "Ethics" training. Keeping abreast of and fostering the use of current technology and business practices to enhance the success of his/her Sales Associates and staff.
- 9) Commitment to agent education. Includes activities in the past 12 months as a teacher or trainer, professional designations earned by nominee's agents, and seminar attendance by nominee's agents.
- 10) Other

(see next page)

Nominee must hold an active primary HRRRA membership in good standing. REALTORS® who were suspended or terminated during the award year or who have outstanding or past due charges, fees, assessments, or dues with the Association at time of application do not meet the "good standing" requirement.

Any REALTOR® found in violation of the Code of Ethics will be ineligible to receive this award during the year found in violation and the year following.

Name of person submitting nomination: \_\_\_\_\_

Company: \_\_\_\_\_

Phone number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

