



2018 CIRCLE OF EXCELLENCE APPLICATION

Application Deadline: Friday, January 11, 2019, 5:00 pm

Application Fee: \$10 per person applying for credit in the COE | Transactions must have closed during 2018

Please check appropriate category of membership you are applying for: (only one category)			
Section I			
<input type="checkbox"/> General Brokerage (Resale, New Homes, Land and Commercial)			
<input type="checkbox"/> New Homes (at least 50% of the volume credit from new homes sales on the listing side of transaction)			
Individual's Name	(As you want it to appear for recognition)	License #	
Company		Office Phone #	

Section II - Only complete if you have previously been a member of another REALTOR® association.	
If you were in an Association other than 400 North during 2018, please provide the following:	Have you ever been a member of another Circle of Excellence? If so:
Name of Assoc.	Name of Assoc.
Effective Membership Date	Years in COE <i>Please list all years not just cumulative total</i>
Are you applying for their COE/MDC? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Section III	
TOTAL GROSS DOLLAR CLAIMED:	
Total Current Company:	\$ _____
Total Previous Company:	\$ _____
Total GROSS DOLLAR Claimed	\$ _____
Total # of transactions	_____

PLEASE NOTE: 1 APPLICANT FROM EACH OFFICE WILL BE AUDITED INCLUDING ALL TOP PRODUCERS.





2018 CIRCLE OF EXCELLENCE APPLICATION

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

Quantity:

- _____ **\$10 Application Fee per Individual and Team Member applying for COE Credit**
- _____ **\$75 Individual or Team Member Plaque** - Twelve (12) year period plaque includes plate for qualifying year
- _____ **\$10 Individual or Team Member Plate** - For those who already have plaque
- _____ **Phoenix Sculpture \$550**
- _____ **Crystal Sculpture \$250**
- No plaque/plate or sculpture** (check if applicable)
- \$250 Late Fee** (check if applicable)

Payment Method:

- Check Cash Card

Mail checks to:

Attn: Erin Bowman | 400 North Association of REALTORS® | 5784 Lake Forrest Drive | Atlanta, GA 30328

*The application fee must be paid in order for the application to be considered.

Section V

_____ **I plan to attend and be recognized on stage at the COE banquet on March 7th @ \$50**

_____ **Guests plan to attend the COE banquet on March 7th @ \$55 per person**

Guest name(s): _____

Total payment for application, awards and banquet: \$ _____





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Agent Certification

Agent

I, _____ (please print), hereby make application for membership in the Circle of Excellence of the 400 North 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, 2018 through December 31, 2018. I understand that the required documentation is the responsibility of the applicant and is subject to verification. I also understand that all awards are to be paid for by the time of application.

Respectfully submitted _____ (Applicant's/ Team Leader's signature)

Current Designated REALTOR®/ Managing Broker

I, _____ (Current Broker) of _____ (Company) swear that I have read the rules and regulations of the Circle of Excellence of 400N 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 400 North Association of REALTORS®, and that all membership requirements have been met by this applicant.

Respectfully submitted _____ (Broker's Signature)

Previous Designated REALTOR®/ Managing Broker

(Use only if applicant transferred to another company during 2018)

I, _____ (Previous Broker) of _____ (Company) swear that I have read the rules and regulations of the Circle of Excellence of 400N 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 400 North Association of REALTORS®, and that all membership requirements have been met by this applicant

Respectfully submitted _____ (Previous Broker's Signature)

Notary Not Required

VERIFICATION REPORT FOR STAFF ONLY

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

