

2022 Performance Awards

This year the Realtors® Association of Westmoreland, Indiana and Mon Valley will recognize the achievements of member REALTORS® with the following three awards:

- **Performance Award** Based on production credits for the 2022 calendar year (Complete only section A & B of the application)

Performance Plus Award Based on production credits for the 2022 calendar year AND association participation (complete sections A, B, and C of the application)

Both awards have three levels:

- ★ Gold (40.00 to 59.99 points)
- ★ Platinum (60.00 to 89.99 points)
- ★ Diamond (90.00 and over)



New Member Participation Award Based solely on participation for members with at least seven (7) participation points and two (2) years or less in the business at the end of 2022. (Complete section A and C only)

General Qualifying Requirements

- Must have been a REALTOR® member of RAWIM in good standing during at least 6 months of the 2022 calendar year
- **Must be a current member of RAWIM in good standing with 2023 dues paid in full by February 1, 2023**
- **BOTH the Realtor® AND the broker/office manager MUST sign the application**
- If a change in brokerage occurred during the year, BOTH brokers/managers must sign for production during his/her applicable time period.

- The award is ONLY given to the member to which production is recognized by his/her Designated Realtor®. For example, if you work on a team, the awardee is the member to which production is recognized by his/her Designated Realtor®. (Not the team name)
- If applying for the Performance PLUS award or the NEW MEMBER PARTICIPATION award, the member must have 7 credits or more to qualify (see application, Section C)
- All entries are subject to audit by the Awards Committee.

Deadlines:

- All completed applications must arrive at the board office by **4:00 pm on Friday, February 3rd, 2023.**
- Awards banquet will be held on **Thursday, March 16, 2023.**

Step by Step Instructions

1. Collect documentation of production for January 2022-December 2022.
 - a. Documentation includes **a year-end report** (Documentation from the MLS is **NOT** acceptable) from your Designated Realtor® (Typically broker/manager) that clearly states **BOTH VOLUME AND UNITS SOLD OR LEASED & OUT OF OFFICE REFERRAL**.
 - Or**
 - b. If you cannot obtain a year end production report, you must complete the transaction sheet on page 7 AND provide the following:
 - i. LISTINGS (Closed) – Provide MLS Sold Printout
 - ii. SALES (Closed) – Provide copy of settlement sheet (HUD1/ALTA) and one of the following:
 1. Page 1 and signature page of agreement of sale
 2. Proof of payment from company (Check or pay stub)
 - iii. SOLD OPEN LISTING (FSBO/Exclusive) Submit open listing agreement, sales agreement, or settlement sheet or copy of the check or stub showing payment to agent.
 - iv. LEASES – Submit fully executed new lease AND a copy of the check or stub showing payment to agent. Lease renewals do not qualify.
 - v. REFERRAL - Submit referral agreement & sold printout or copy of a pay stub

NOTES

*If you share a listing or sale, you may only take the pro rata share for points & volume credit. This also applies to teams. For example, for a 2-person team, that shares production equally, each listing sold or sale equals ½ unit and ½ volume per each team member.

*** There are NO EXCEPTIONS to the documentation needed**

2. Complete application and calculate point totals on pages 4-6 of this packet
3. Complete the verification by both yourself and your designated Realtor® on page 6 of this packet.
4. Mail or deliver your packet to the RAWIM Office to ensure delivery by February 4th at 4:00 pm. (938 St. Clair Way, Greensburg, PA 15601). Packets can also be emailed to info@realtorsWIM.com.
5. RSVP and submit payment for the March Awards Banquet via the email invitation sent in February 2023. (*Attendance is requested, but not mandatory*)

Section A

NAME: (as you would like it to appear on your award) _____

OFFICE NAME: _____

OFFICE LOCATION: _____

Section B (Complete for both awards)

For transactions between January 2022 through December 2022

Use your production report or other documentation to compute the following. ATTACH DOCUMENTATION TO THIS APPLICATION.

1. Transaction points
 - a. Sales Closed=1 point per side
 - b. Listing Closed=1 point per side
 - c. Rental/Leases Completed=1 point per side (* See note on page 4)
 - d. Lease Purchase= credit as a sale at time of closing
 - e. Land Contract= credit as a sale at time of closing
 - f. New Construction= all settlements occurring in 2022 for new construction will have points credited at time of closing regardless of payout
 - g. Out of Office Referral = 1 point per side

2. Monetary Points

For each \$50,000 in volume of production, award 1 point. Take total volume and divide by \$50,000.

Example: Volume of \$250,000 would equal 5 points; A volume of \$975,000 would equal 19 points. No rounding up (19.5=19 points).

A listing, sale, or lease for under \$25,000 will be given a minimum credit of \$25,000 for the monetary value.

TOTAL TRANSACTION POINTS _____

TOTAL MONETARY POINTS _____

GRAND TOTAL *Must have at least 40 points to qualify _____

- ★ Gold (40.00 to 59.99 points)
- ★ Platinum (60.00 to 89.99 points)
- ★ Diamond (90.00 and over)

*Leases: All leases must be for a minimum of one year, and credit for points taken at the time the agent gets paid. An agent having the lease property available for lease would get one point for the listing, and the agent actually leasing the property and writing the lease would get one point. The dollar amount would be based on the value of the lease for one year. Example: If a 5 year lease is written for an amount of \$125,000, the dollar amount that could be used for each year would be \$25,000. If, however, the agent would be paid for the 5 year lease the first year, the minimum with a total dollar volume that could be taken is \$125,000. If paid in advance for a multi-year lease, volume cannot be claimed in following years. Agent must supply a copy of the lease for each year and a pay stub.

*Out of office referrals: The referral must be for a full unit out of office referral. \$25,000 volume is given for all out of office referrals.

Section C (Complete for PLUS award or NEW MEMBER PARTICIPATION AWARD only)

I've attended or met the following requirements in 2022:

- | | |
|---|---|
| <input type="checkbox"/> January Kick Off/Installation Meeting | <input type="checkbox"/> October 9 th Bingo (Play or Volunteer) |
| <input type="checkbox"/> March Awards Meeting | <input type="checkbox"/> RAWIM Sponsored CE Class |
| <input type="checkbox"/> March RPAC Happy Hour (Helltown, Export) | <input type="checkbox"/> October 20 th RPAC Happy Hour (4 Seasons) |
| <input type="checkbox"/> April General Meeting | <input type="checkbox"/> November 17 th Vendor/Voting Meeting
(Giannilli's II) |
| <input type="checkbox"/> Legislative Day at WCCC | <input type="checkbox"/> New Member Orientation |
| <input type="checkbox"/> May General Meeting | <input type="checkbox"/> Broker Roundtable (max 1 point) |
| <input type="checkbox"/> May RPAC Happy Hour (Helltown, Mt. Pleasant) | <input type="checkbox"/> December 2 nd Realtor Ring Day-Salvation
Army (if scheduled) |
| <input type="checkbox"/> May Industry Partner Happy Hour (Morelands) | <input type="checkbox"/> December 13 th Holiday Social (Lakeview) |
| <input type="checkbox"/> August Public Policy Seminar | <input type="checkbox"/> Other RAWIM Sponsored Event(s)
_____ |
| <input type="checkbox"/> September Golf Outing (Play or Volunteer) | |
| <input type="checkbox"/> RPAC Cornhole Tournament Hempfield Park) | |
| <input type="checkbox"/> September 29 th Safety Meeting (Giannilli's II) | |

Total Attendance Credit (from above)	_____
RPAC Contribution (1 point for each \$25 contribution, 2 points maximum)	_____
Board Officer/Director (2 points)	_____
Committee Chairperson (2 points)	_____
Committee Member (1 point) (Must have attended majority of meetings-board discretion applies)	_____
TOTAL PARTICIPATION POINTS	_____

*Must have a minimum of 7 points to qualify for the PLUS or NEW MEMBER PARTICIPATION awards

Section D

CERTIFICATION (Complete for both awards)

I have read the rules and do hereby certify that the REALTOR® Applicant named above has closed the sales, leases, listings, and/or out of office referrals as listed on the worksheet, during the period of January 1, 2022 to December 31, 2022. I HEREBY CERTIFY that these transactions were made while the member above was associated in my office.

REALTOR® Member/Applicant Applying for Award

Signature _____ Date: _____

Designated REALTOR® (Owner/Broker/Manager)

Signature _____ Date: _____

All applications are subject to approval by the Association Awards Committee with the right to appeal any rejections to the Awards Committee within seven (7) days of rejection notification.

Questions should be directed to any committee member listed below who will submit questions to the committee for a decision:

Roxanne Mirabile 724-327-0444
Bob Bustamante 724-838-3660

FOR COMMITTEE USE ONLY:

Agent Name: _____

Total Production Points: _____	Verified By: _____	<u>Award Level:</u> <input type="checkbox"/> Gold (40.00 -59.99 pts) <input type="checkbox"/> Platinum (60.00 -89.99 pts) <input type="checkbox"/> Diamond (90.00+)
Participation Points: _____	Verified By: _____	<u>Qualifies for PLUS Award?</u> <input type="checkbox"/> Yes <input type="checkbox"/> No
New Member Participation Points _____	Verified By: _____	<u>Qualifies for Participation Award?</u> <input type="checkbox"/> Yes <input type="checkbox"/> No

