



**Frederick County Association of REALTORS®
2011 General Award Rules
Deadline: January 31, 2012**

1. Individual FCAR awards will be given for the following: REALTOR® of the Year, Affiliate of the Year, Community Service and Rookie of the Year.

A separate data collection process will be used for the FCAR application to the Maryland Association of REALTORS® for the annual state Community Service and REALTOR Excellence (CARE) Award.

2. Applicants must be a primary dues paying member in good standing with the Frederick County Association of REALTORS® during the award year.

The period covered is January 1 – December 31, 2011.

The FCAR Board of Directors judges the submissions except where indicated. If applicant wishes to highlight previous year accomplishments, these accomplishments should be clearly separated from current year's achievements.

3. No one candidate may submit for, nor may receive, more than one award category in any one year.
4. No one candidate may receive the same award in two consecutive years, but may receive the same award in non-consecutive years.
5. Any member may nominate any other FCAR member for any of the awards. Nominee's Broker/Manager must sign form.
6. Rookie of the Year: Nominees eligible only if licensed by the Commission for 4 years or less as of December 31 of the year for which he/she has been nominated.
7. Nominations for the Affiliate of the Year award are for an Affiliate member who is not a REALTOR® but contributes much to our industry. Nominees are informed and complete an entry form for judging. Judging is conducted by the Membership Committee.
8. Judging for all awards will be completed by the Board of Directors with the exception of the Affiliate of the Year (see #7 above).



Official Entry Form
Frederick County Association of REALTORS®
2011 AFFILIATE OF THE YEAR

A Nominee is eligible only if he/she is an Affiliate member of the
Frederick County Association of REALTORS®

Nominee: _____

Office: _____

Address: _____

The lenders, title companies, attorneys, inspectors, appraisers, surveyors and many others who contribute to our business are sometimes overlooked when it comes to say "thank you." There are always a few of these people who seem to do a little more, go the extra mile, and are always there to lend a helping hand.

They often donate many hours and dollars to Association function. They excel in their service to you, and in their professionalism, and their knowledge of their jobs. They are well-regarded in their respective industries for their fair business practices and ethical conduct. They serve the community in a variety of ways, from ethical membership in civic and community groups, to heading fundraisers for specific causes.

1. Service on FCAR Committees
2. Fair Business Practices and Affiliate Spirit
3. Maryland Association of REALTORS® Involvement
4. Community Service Overall
5. Business Accomplishments (including professional knowledge)
6. Sponsorship of Education and other programs for REALTORS®

Nominated by: _____
Signature

Nominee: _____
Signature

Office: _____

Please attach a brief narrative to this form explaining the nominee's accomplishments.



OFFICIAL ENTRY FORM
Frederick County Association of REALTORS® Inc.

2011 COMMUNITY SERVICE AWARD

This award honors individual REALTOR® Members who give unselfishly of their time to assist the Frederick County Communities in which they live.

Nominee: _____

Office: _____

Address: _____

Please describe as completely as possible your nominee's accomplishments in each of the following categories. Supporting information or documentation may be included as attachments to this form.

1. Local Association Activity
Association office and committee work, special assignments, seminar activity, education work, membership and offices in local chapters of Institutes, Societies, etc.
2. Service at State/National Level
Service on State/National committees, special assignments, attendance at State/National associated functions and conventions (include years of service).
3. Business, Education, Designations
Outstanding business accomplishments, seminar activity and education course work, designations held and/or candidate for designation, acquired job knowledge/professional education through various real estate and related courses, institutes and seminars.
4. Civic Activity
Local, state and national level participation in civic and service clubs, charitable activities, political action, fraternal or religious groups, etc. Include work that exhibits extraordinary and self-sacrificing acts of public service to the community.

Submitted by _____
Signature

Signed: _____
Office Manager/Broker

Nominee: _____
Signature

Office: _____

Please attach a brief narrative to this form explaining the nominee's accomplishments.



**OFFICIAL ENTRY FORM
2011 REALTOR® OF THE YEAR AWARD**

Nominee: _____

Office: _____

Address: _____

The nominee should be an individual who exemplifies what it means to be a REALTOR®. He/she, in the judgment of their peers, is the one person who has made the most significant contribution to the real estate profession and to the community during the year for which the Award is given. The nominee will be recognized as the best in their field by their peers - truly the most rewarding recognition possible.

He/she should have known success and are familiar with the hard work and dedication needed to achieve it. This nominee should not only be active in the Association but in the community, contributing freely of themselves and their talents. They should be committed to excellence in their profession and service in their clubs, churches, communities, etc.

The nominee should be continually striving for excellence and proving their loyalty to the REALTOR® family in ongoing examples of the professionalism exemplified by the Code of Ethics.

Please describe as completely as possible your nominee's accomplishments in each of the following four categories.

1. Local Board/Association Activity
Service on local board/association committees; offices held; special assignments; membership and offices held in local chapters of institutes, societies and councils. (Include years of service.)
2. State/National Association Activity
Service on State/National committees; special assignments; attendance at State/National associated functions and conventions. (Include years of service.)
3. Business, Education, Designations
Recognized outstanding business conduct; service to clients/customers; seminar activity and education course work; designations held and/or candidate for designation; acquired job knowledge through various real estate and related courses, institutes and seminars. (Please give examples of business accomplishments and good conduct with actual incidents, letters, etc.)
4. Civic Activity
Local, state and national level participation in civic and service clubs, charitable activities, political action, fraternal or religious groups, etc.

Nominated by: _____
Signature

Signed: _____
Office Manager/Broker

Nominee: _____
Signature

Office: _____

Please attach a brief narrative to this form explaining the nominee's accomplishments.



OFFICIAL ENTRY FORM
Frederick County Association of REALTORS® Inc.
2011 ROOKIE OF THE YEAR AWARD

(Nominees eligible only if licensed for 4 years or less effective December 31, 2011.)

Nominee: _____

Office: _____

Address: _____

Date Joined: _____

Please describe as completely as possible your nominee's accomplishments in each of the following five categories.

1. Professionalism
High principles, faithfulness to laws and regulations of Code of Ethics and local board; furtherance of principles of good real estate practice among other members and the general public.
2. Business Accomplishments
Recognized good business conduct; service to clients, imaginative and creative advertising programs, etc. Please include your production status.
3. Local Association Activity
Association office and committee work; special assignments, seminar activity and education work, membership and offices in local chapters of Institutes, Societies, etc.
4. Education
Seminar activity and educational work; activity improving education and job knowledge through attendance at various real estate related courses, institutes (such as GRI) and seminars.
5. Civic Activity
Local, state, and national level participation in civic and service clubs, charitable activities, political action, fraternal or religious groups, etc.

Submitted by: _____ Signed: _____
Signature Office Manager/Broker

Nominee: _____ Office: _____
Signature

Please attach a brief narrative to this form explaining the nominee's accomplishments.