

# Yolo County Association of REALTORS®



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## Masters Club Rules

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### Purpose

To recognize the top REALTORS® who have met the approved criteria in one of the categories listed below during the prior calendar year.

### Mission

The purpose of the Yolo County Association of REALTORS® (Yolo AR) Masters Club is to support the Association in providing additional programs and services that enhance the competency, professionalism and productivity of its Members, and to recognize the achievements of top REALTORS® who apply for membership and who have earned a level of excellence in real estate sales.

### Goals

It is the goal of the Masters Club to have between 10-20% of the REALTOR® members of the Yolo County Association of REALTORS® belong to the Masters Club. Each June, the Masters Club Committee shall review the membership figures. Should the number of REALTOR® members approved for Master's Club exceed 20% or drop below 10% it will be a duty of the Masters Club Committee to recommend changes to the criteria to the Yolo AR Board of Directors.

### Eligibility

THE APPLICANT MUST BE A LICENSED REAL ESTATE AGENT OR BROKER and a Member in "good standing" with the Yolo County Association of REALTORS® both at the time of application, and

during the year for which applying for Masters Club Membership.

Member as used in these rules refers to someone who remains a Yolo AR Member in good standing at all times and has paid the current Masters Club dues.

For Reciprocal Membership eligibility requirements please see section titled "Types of Membership."

### Criteria for Approval

1. Applicant must submit in writing the "closed escrows" in which he/she has been either the listing and/or selling agent/broker. Applicant will be given 100% credit for a transaction if he/she represented only a buyer or only a seller in a single transaction. Applicant will be given 200% credit for the sales price if he/she has represented both the buyer and seller of the closed escrow.

2. If the applicant **shared** in the listing end or the selling end of the transaction with another agent, he/she can only take credit for the portion that the applicant actually completed. (Example: Applicant (Agent A) shared listing end with Agent B, and Agent C sold the property. Applicant (Agent A) can only take credit for the portion for which they are due, **which may not be less than 50%**).

3. Requests for additional supporting materials must be available for verification upon request of the Masters Club Steering Committee. Failure to furnish records for verification will cause applicant to be disqualified. Falsification of records of sales credit will result in the individual's disqualification from further participation in the Masters Club.

4. Both MLS and non-MLS California sales may be counted. A closed escrow must be recorded during a

calendar year to be counted. Applicant may only submit transactions where he/she was the agent of record and an agency relationship has been confirmed.

**5. Membership applications involving TEAM LISTINGS AND SALES**, including Members with licensed assistants, two Members sharing listings and sales, husband and wife teams and sales involving buyer's agents, must be verified in writing by the Designated Broker or Office Manager and must include each team Member's percentage (**either 50% OR 100%**) for each listing and/or sale. All team applications must be submitted together along with the broker verification and each team Member must meet the qualifying amount in order to be a Member of the Masters Club.

**6. Information not reflected properly in the MLS** must be considered as a non-MLS transaction with submission of documentation justifying credit for the applicant's share of the listing or sale. Qualifying documentation includes the listing and/or sales printout with the applicant's name recorded as part of the listing or sales team, **OR a New Home/Non-MLS Sales Verification Form** with the documentation requested on the form. All such transactions should be listed on the Excel Spreadsheet available on the Yolo AR website.

## Category I – Residential

Applicants for this category must have a minimum of **8 closed ends AND \$4 million** in production **OR 20 closed escrows** of sales within California.

The applicant may submit the following closed real estate transactions where he/she has been the agent of record (not as a salaried employee) and represented either the buyer or seller or both.

- A. Re-sale Residential/Residential Income of 1-6 units (including For Sale by Owner)
- B. New Residential
- C. Land Sales/Subdivided Lots
- D. Ranch Sales

A Broker Member does not receive credit for a listing or sale of his/ her licensed personnel. A broker receives listing or selling credit only for his/her own individual transactions.

On HUD transactions, the applicant will be given credit for the selling end only of the transaction since he/she represents only the buyer when awarded the total commission paid.

## Membership for the following categories is also available.

For criteria details, please see website or contact Yolo AR (530) 666-4253 [info@yolorealtors.com](mailto:info@yolorealtors.com)

- **Category II – Subdivisions**
- **Category III - Commercial Sales and Leasing or**
- **Category IV - Combination Sales (Subdivision & Residential or Commercial & Residential)**

## Use of Logo and Advertising



Use of the Masters Club logo and/or advertising is restricted to Yolo AR Members who remain in good standing with the Association at all times and who have paid the current Masters Club dues.

For new and continuing Members, the logo and/or advertising may be used only by those Members who have submitted an application and have been accepted for Membership for the current Membership year. The current membership year must be legible on all printed material. Life Members may use the logo and/or advertising only if they have paid the annual dues **for the current Membership year.** The current Membership year will not be included in the logo for the Life Members.

## Types of Membership

**New Member** – Is the designation pertaining to a first year Member or Member who has had a 3 year or more lapses in Membership and meets current requirements.

**Continuing Member**- Is the designation pertaining to a Member who has achieved club criteria more than once, has achieved club criteria for the current year and has paid the current year's dues.

**Life Member** - Is the designation pertaining to a Member who has achieved club criteria in any **five out of seven consecutive years** and has paid the current years dues. (See Recognition of Members and Annual Dues for clarification.)

## Lapses in Membership

Masters Club Members who have not paid their dues for a period of three (3) years or more will lose their last designated Masters Club Membership status and start over as a New Member.

## Recognition of Members

Only Members who have achieved club criteria for the current Membership year and who pay the current year's dues will be recognized at the annual awards meeting and in local media publications and Yolo AR news media.

Only Members who have achieved club criteria for the current year may order plaques or year plates for that year.

## Preparation of Application

The application must include:

1. An approved Masters Club application form signed by the Designated Broker or Office Manager, as well as the applicant. (A principal broker may sign his/her own application).
2. The Masters Club Report from the MLS.
3. **An adding machine tape** showing final totals IF the Excel spreadsheet or MLS Masters Club Report does not provide a total amount of credit.
4. A business card.
5. Masters Club annual dues must be attached as well as any payments for plaques and year plates.
6. Only 100% or 50% credit (per the names on the MLS printout), will be given for each side of a transaction.
7. EACH new home/non-MLS sale must be submitted on the Excel spreadsheet along with the New Home/Non-MLS Sales Verification Form and must include the proper documentation as indicated on the form. (Copies of the form may be made for each entry.)
8. If the applicant's name does not appear on the MLS print-out, or any information is incorrect on the MLS print-out, the transaction will be considered a non-MLS transaction requiring the Excel spreadsheet,

the non-MLS form and appropriate documentation referenced on the non-MLS form.

9. Late applications will be accepted until the last business day of June by completing the requirements above and attaching a late payment of \$100 in addition to the dues. The Masters Club cannot assure recognition at the luncheon or in the media for late applications, or the availability of plaque. The late application fee is not applicable to "Dues Only" Life Members who may pay the dues anytime during the calendar year following the year for which applying (e.g. 2011 for 2010 production).

## Application Deadline

**Applications for the current calendar year may be delivered to or mailed to the Yolo AR, 449 Elm Street, Woodland, CA 95695,** beginning October 15<sup>th</sup> of each year. All applications must be received by the Masters Club Yolo AR staff by the close of business on January 12, 2018.

## Reciprocal Membership

Yolo AR Masters Club currently do not have a reciprocal agreement with SAR or PCAR.

## Annual Dues

The Annual dues shall be set by the Yolo AR Board of Directors (currently \$50). Dues for all classes of Masters Club membership must be paid by the established deadline. If an application is submitted after the deadline a \$50 late fee shall apply.

All Members must pay the current annual dues, plus cost of a plaque or year plate (if ordered), to retain membership in the Masters Club. Life Members who do not achieve Club criteria for the current Membership year must pay the annual dues in order to advertise as a Masters Club Member. Dues only Life Members must also pay the current year's dues to use the Masters Club logo and serve on the Masters Club Steering Committee. Dues for such Life Members may be paid at any time during the calendar year following the year for which applying.

## Budget and Finance

The dues collected by the Masters Club shall be used for any club-related functions, including postage and

correspondence and administrative fees charged by Yolo AR. Consideration will be given to any excess dues at the end of the year for contributions to charitable organizations. The Masters Club Committee makes decisions on the allocation of funds, but an annual financial statement will be prepared and submitted to the Yolo AR Board of Directors for review.

## Masters Club Committee

The Yolo AR Board of Directors will appoint a Chairperson of the Masters Club. This person will be selected from the previous year's Masters Club Committee. The Chairperson will serve a two-year term. Those wishing to serve on the Masters Club Committee must be at least a 3<sup>rd</sup> year Masters Club member. Interested Masters Club members need to submit their interest in serving on the committee to the Yolo AR offices for consideration. If a Member of the Masters Club Committee does not qualify for Membership the Committee occurring during a term year will be filled by appointment by a majority vote of the Committee, and the appointed member will complete the term of the Committee member replaced.

## Meetings

The Masters Club will hold at least one meeting per year. Awards Program will be combined with the Yolo AR Officer Installation and Awards Program unless otherwise determined by the Committee. Other meetings will be called at the discretion of the Committee and the Chairperson.

## Changes to Rules

Changes to these Rules can be made by 1). Recommendation of the Masters Club Committee with final approval by the Board of Directors; or 2). The Board of Directors.

## Exceptions

Any request for exceptions to these rules must be put in writing and submitted to the Association for approval by the Masters Club Committee and then presented to the Board of Directors for final approval.

## 2017 Masters Club Committee

### Chairperson

Sandy Vickery, Camelot Realty World

### Committee Members

Kim Eichorn, Lyon Real Estate

Don Sharp, RE/MAX Woodland

Susan Von Geldern, Lyon Real Estate