

# 2019 PGCAR Achievement Awards Rules

## 1. ELIGIBILITY REQUIREMENTS

- a. Participation in the PGCAR Achievement Awards is open to all current members holding a broker or salespersons license. In order to qualify, an entrant must have been a **Primary** member of PGCAR in **good standing** on or before **July 1, 2019**. However, members licensed for the first time during 2019 must be a Primary Member of PGCAR in good standing on or before September 30, 2019. (*Note: Membership in MLS does not automatically constitute membership in PGCAR*)
- b. All entrants must currently be “members in good standing” (*i.e. fully paid 2020 PGCAR dues*). Only sales and listings settled while entrant was a “member in good standing” of PGCAR will be considered.
- c. The entrants Designated REALTOR® and/or Sales Manager must verify and sign each entry form and will be responsible for accuracy and compliance with rules. The Designated REALTOR® (broker of record) and/or Sales Manager will be responsible for encouraging qualified candidates to apply.
- d. **Completed Entry Form must be received at PGCAR no later than Friday February 7, 2020 at close of business to be eligible for consideration. Entry forms WILL NOT BE ACCEPTED AFTER THE DEADLINE. Please mail or drop off your Entry form with your \$40 Entry Fee. An additional registration is REQUIRED if you would like to attend the Black Tie Awards Gala – you can register for that separately online at [www.pgcар.com](http://www.pgcар.com)**
- e. There are separate entry forms for Individual Residential General Brokerage, Individual Commercial General Brokerage, Team Residential General Brokerage, Team Commercial General Brokerage, and Rookie of the Year.
- f. **ALL ENTRIES MUST INCLUDE YOUR** Bright MLS “Awards Report” (printed from brightmls.com)

### Log into your BrightMLS.com account

1. Click on the “Market Research” Tab in the top menu bar.
2. Under Market History, click on “Agent & Office Production”.
3. Click on Agent Awards Report.
4. Enter the start date of 1/1/2019 and end date of 12/31/2019 (if you are entering for Rookie of the Year, please see those instructions on which dates to put).
5. Generate Report.
6. Print Report.
7. Your total production to be considered for the awards is the total figure at the bottom of the “Close Price” column.

## 2. REPORTING TRANSACTIONS FOR CONSIDERATION

- a. Transactions must have settled during the 2019 calendar year and **MUST HAVE BEEN entered into Bright MLS system to be eligible** for the 2019 PGCAR Achievement Awards.
- b. **BRIGHT MLS TRANSACTION VOLUME DOLLAR AMOUNT ALONE will be used in determining the entrant's award level.**
- c. An Agent Production Report (Awards Report) from brightmls.com must be printed and included with each entry submission. The date query is January 1, 2019 through December 31, 2019. The Agent Production Report (Awards Report) can be generated by the agent in Bright MLS.
- d. For consideration of an award, total transaction must be at least \$2,500,000. *All transactions **must be** reported in Bright MLS (regardless of County and including Maryland, DC and Virginia) in order to qualify.*
- e. **Production resulting from an agent's entering of builder's listings in the Bright MLS on the builder's behalf are not qualified entries and will not be counted.**
- f. All entries are subject to audit.

## 3. AWARD LEVELS:

- a. **Individual Residential General Brokerage:** Award entrants will be recognized for their individual MLS transaction volume based on the below referenced awards categories.

**Bronze Award** -- Total volume for combined transactions must be \$2,500,000.

**Silver Awards** -- Total volume for combined transactions must be \$5,000,000.

**Gold Awards** - Total volume for combined transactions must be \$7,500,000.

**Platinum Awards** - Total volume for combined transactions must be \$10,500,000.

- b. **Individual Commercial General Brokerage:** Award entrants will be recognized for their individual MLS transaction volume based on the below referenced awards categories.

**Bronze Award** -- Total volume for combined transactions must be \$2,500,000.

**Silver Awards** -- Total volume for combined transactions must be \$5,000,000.

**Gold Awards** - Total volume for combined transactions must be \$7,500,000.

**Platinum Awards** - Total volume for combined transactions must be \$10,500,000.

- c. **Team Production Residential General Brokerage:** Team production will be recognized as a "Team" award. PGCAR members who have reported to their Broker that they are a team *are not eligible to participate as an individual in the Individual General Brokerage category.*

**Team Bronze Award** -- Total volume for combined transactions must be \$2,500,000.

**Team Silver Awards** -- Total volume for combined transactions must be \$5,000,000.

**Team Gold Awards** - Total volume for combined transactions must be \$7,500,000.

**Team Platinum Awards** - Total volume for combined transactions must be \$10,500,000.

- d. **Team Production Commercial General Brokerage:** Team production will be recognized as a "Team" award. PGCAR members who have reported to their Broker that they are a team *are not eligible to participate as an individual in the Individual General Brokerage category.*

**Team Bronze Award** -- Total volume for combined transactions must be \$2,500,000.

**Team Silver Awards** -- Total volume for combined transactions must be \$5,000,000.

**Team Gold Awards** - Total volume for combined transactions must be \$7,500,000.

**Team Platinum Awards** - Total volume for combined transactions must be \$10,500,000.

- e. **All Team Members MUST be PGCAR Members.** *Team member production of non-members will be excluded from the entry submission volume.*
- f. Principal Brokers are not eligible to enter the team competition as the Real Estate Commission does not permit Brokers as teams.

4. **ADVERTISING RULES:**

PGCAR members and member firms are not permitted to advertise the names of recipients of the Achievement Awards prior to their presentation at the awards banquet. When advertising or otherwise using the description of the award, it must read exactly as it appears on the plaque, including the year.

5. **ROOKIE OF THE YEAR:**

Entrant must have *completed* first full license year or less at the option of the entrant any time during **2019** and must provide proof of date entrant was first licensed. Entrant is only eligible if they are a first year licensee and have not been licensed in any other jurisdiction previously. The date query for Rookie Agent Production report is the “date licensed” in 2018 through the one-year anniversary date in 2019. (example: Licensed 11/1/2018, anniversary date of 1 year of licensure is 11/1/2019) **Transactions must have been completed during the first twelve (12) months of licensing – please run your report based on this date query example for Rookie of the Year.** Entrant can participate simultaneously in the Rookie of the Year competition and any other category of the PGCAR Awards Program, as long as qualifications for each are met. (If also participating in 2019 Individual or Team Production Awards, your date query will be 1/1/19 through 12/31/2019) For Rookie of the Year, two awards will be presented, one for highest dollar volume and one for highest number of transactions. Applicants for Rookie of the Year need not satisfy the minimum award levels as a precondition to receive this award. Broker/manager must verify date when entrant became licensed and verify applicable settled transactions. **(Registration for the Black Tie Awards Gala is REQUIRED if you would like to attend – Register online at [www.pgcar.com](http://www.pgcar.com)!!)**