



## **B. CRITERIA FOR TRANSACTIONS TO BE COUNTED**

1. All property types including Rentals, in all 11 WPMLS Zones, are eligible to be counted.
2. All transactions must have been reported as New (Active) listings to WPMLS and subsequently as Title Passed before December 31, 2008. Listings from another MLS cannot be included in determining your eligibility. WCBR will assist you if the listing office is not cooperative but please remember that it is the Listing AND Selling agent who are responsible for the MLS data (both should check their listings throughout the year to be sure the transactions are recorded properly). Million Dollar Reports showing data changes after (date TBD) will not be accepted!!
3. The date of Title Passed must be during calendar year 2008 and must show up on the WPMLS "Million Dollar Report" (see section E, "Documentation"). Expired Listings that were never subsequently reported as "Title Passed" within the mandatory 24-hour timeframe as outlined in the WPMLS Rules are the listing office's responsibility to report prior to (date TBD), but will be subject to the appropriate MLS fine.
4. "Office Exclusives" (listings withheld from WPMLS) are not eligible for inclusion in this awards Program.

## **C. THRESHOLD AWARDS FOR TRANSACTIONS** (\*Note: All transactions must have closed in 2008\*)

- 5+ transactions = ROOKIE (only if licensed after 10-01-2007)**
- 10-22 transactions = SILVER**
- 23-34 transactions = GOLD**
- 35-39 transactions = PLATINUM**
- 40+ transactions = DIAMOND**

The listing side and the selling side each count as one transaction. For example, an agent who both listed and sold a property without a cooperating agent would be credited with two transactions. In the instance of co-exclusives on an office or agent basis, only ONE listing agent and ONE selling agent may claim the transaction credit - and it will be the person listed first in the transactions.

If you were a Co-Listing Agent or a Co-Selling Agent, your Million Dollar Report will display the listing, but your MLS Agent ID number will not appear as part of that transaction because you are not eligible to receive credit for any transaction in which you served as only a Co-Agent. (If you're getting an Award based on Dollar Volume, as a Co-Agent, the amount will be automatically be split equally).

## **D. THRESHOLD AWARDS FOR DOLLAR VOLUME**

**Awards participants must have at least five transactions to qualify.** Your Agent ID number must appear at least 5 times next to the listings or sales on your Million Dollar Report. (If your Agent ID number appears less than 5 times next to your listings or sales, then you cannot get an award based on dollar volume!)

- \$ 5 million or more = SILVER
- \$ 8 million or more = GOLD
- \$ 10 million or more = PLATINUM
- \$ 15 million or more = DIAMOND

Dollar volume is the sale price or the amount of rent over the first term of the lease. Dollar volume is apportioned full price to the listing agent and full price to the selling agent. Adjustments for teams, co-listing within an office is necessary. Be sure that all data is properly reported for the listing and selling side or you may be disqualified. Co-agents on either side are entitled to claim 50% of the dollar amount but only if the report shows that agent's participation.

For **Rentals**, only the first term of a lease (no more than 12 months) may be counted as part of your overall dollar volume. Note: The Million Dollar Report now automatically calculates the rental amount for the first year.

## **E. DOCUMENTATION**

Applicants need not submit their "Million Dollar Report" unless making corrections or adjustments to it. Log onto Rapattoni MLS, go into Admin/Agent Reports/*Million Dollar Report*, enter a date range of 01/01/08 to 12/31/08 and then click *Run Report*. After your report appears on the screen, click *Print*.

If you are applying for the Transaction Based Category and you were the listing or the selling agent, but not both, count one transaction. When you were both the listing and selling agent, count two transactions for that particular sale. For Rentals (category 5), make sure the reported volume is the total rent for the first term of the lease (but no longer than 12 months); correct the report if necessary. Note: The Million Dollar Report now automatically calculates the rental amount for the first year.

Once you've made your adjustments, send the annotated copy to WCBR with your Amended Report Form, and keep a copy for your records.

If you are applying as a Team, then you must submit to WCBR the Million Dollar Report for both parties, along with a letter requesting to be considered as a Team.

## **F. DEADLINE FOR AMENDED OR DISPUTED MILLION DOLLAR REPORTS**

**Any adjusted or disputed Million Dollar Reports must be delivered to WCBR by (date TBD). No exceptions!**

## **G. MISCELLANEOUS**

**In the event of misrepresentation**, the Awards Committee reserves the right to disqualify the applicant. The Committee may require additional documentation for any transaction. WCBR does not accept responsibility for errors or omissions that may occur. The decisions of the Awards Committee are final.

**All members are required by WPMLS Rules and Regulations and REALTOR<sup>®</sup> Ethics to properly include the cooperating agent (if there was one) in the Title Passed Report to WPMLS.** Failure to properly credit a cooperating agent when properly requested to do so will result in instant disqualification from this awards program and may also lead to a Rules complaint. Repeated violations may also lead to an Ethics complaint.

**All AMENDED Forms must be signed by the Awardee and by the Principal Realtor by the deadline date. Awardees and Principal Realtors agree to abide by the Ethical Advertising Pledge printed on the form.**