ATLANTA
BOARD OF REALTORS®

5784 Lake Forrest Dr. • Atlanta, GA 30328
404-250-0051 • Fax 404.843.3402 • www.abr.org

2014 MULTI-MILLION DOLLAR SALES CLUB INDIVIDUAL/NEW HOMES APPLICATION

Checklist

1. **Deadline** for submission will be **Friday, January 16, 2015 at 5:00 P.M.** Applications **MUST BE IN** the Board office by this deadline. Postmarked dates are not accepted. **Minimum volume requirement for 2014 transactions is 4 million total gross.**
2. If applicant's qualifying volume is less than **$10 million**, the one page application without the transaction pages may be submitted. If applicant's qualifying volume is **$10 million or higher** the full application and transaction pages must be submitted. The transaction pages can be found online or you may use your company reports IF all required fields are present on company report. In addition, if the member joined the Atlanta Board in their "Qualifying Year", then the transaction pages must be submitted.
3. Applications must be submitted only on the official form provided by the Atlanta Board of REALTORS® Multi-Million Dollar Sales Club. Photocopies of blank forms are acceptable, and computer forms will be accepted if they are exact duplicates of the Board form. **FAX copies will not be accepted**.
    a. **APPLICATION MUST BE TYPED** (Computer forms in Microsoft Word and Excel are available online at www.abr.org/mmdsc).
4. **Application fee of $145 must be paid with application.**
5. For those applicants who choose to have their photo on the website or utilized in marketing materials, the applicant will need to upload their photo into their member profile at www.abr.org.
6. For those applicants whose effective date of membership is after January 1st of the qualifying year (2013), include only those transactions closed after applicant's effective date of membership.
7. The application **MUST BE** certified by the Designated REALTOR® (Broker) or his/her designee, in accordance with the Multi-Million Dollar Sales Club rules.
8. Keep a copy of entire application for your records.
9. If transferring Multi-Million Dollar Sales Club qualifying years from another Board of REALTORS®, have the Executive Officer of that Board submit a letter stating the years the applicant was in that Association's Multi-Million Dollar Sales Club. Attach a copy of this letter to the front of the application. Keep a copy of this letter for your records. The applicant must complete Section II on Application to reflect the transferring years.
10. The date for the Multi-Million Dollar Sales Club banquet for 2015 is Friday, March 6, 2015 at the Intercontinental Buckhead. Submitting an application does not automatically reserve a seat at the banquet, you must make a reservation at the time registration opens.
11. The purpose of this checklist is to assist you in the filling out of your MDSC application. It **does not** need to be turned in with your completed application.
12. To review a current copy of the 2013 Membership Rules & Requirements please visit www.abr.org/mmdsc.

Quick Reference for the One Page Form

- If this is your first year as a member of the Atlanta Board of REALTORS® and your first time filling out a Multi-Million Dollar Sales Club Application, complete Sections I, III, IV.
- If you were a member of a Board of REALTORS® other than Atlanta during 2014, complete Sections I, II, III, & IV.
- If you are transferring years from another Multi-Million Dollar Sales Club, complete Sections I, II, III, & IV.

Categories for the Multi-Million Dollar Sales Club

Individual Applicants for the Multi-Million Dollar Sales Club will be recognized in two (2) separate categories: Individual and New Homes.

- **Individual**: An applicant applying for the Individual category should have no other licensees working for the applicant showing property, writing offers, making listing presentations, making buyer presentations, negotiating contracts or performing administrative functions on behalf of the applicant on a regular basis during the qualifying year which is paid either directly or indirectly by the applicant.
- **New Homes**: Majority of applicants total volume credit must result from the "listing side" of the sale of new home.

Important Dates to Remember:

- Friday, January 16, 2015 - Application Deadline
- Friday, January 16, 2015 - Deadline for Phoenix and Crystal Phoenix orders
- Friday, January 30, 2015 - Banquet Reservations Open
- Wednesday, February 4, 2015 - Audit of Applications
- Wednesday, February 25, 2015 - Banquet Reservation Deadline
- Friday, February 27, 2015 - Table Seating Committee
- Friday, March 6, 2015 – Intercontinental Buckhead

ATLANTA BOARD OF REALTORS® MULTI-MILLION DOLLAR SALES CLUB
2014 INDIVIDUAL/NEW HOMES APPLICATION

Application Deadline: Friday, January 16, 2015, 5:00 p.m.

- For transactions closed during 2014.
- Application Fee of $145.00 must be attached and Application must be typed.

Section I			
Member's Name	_____ (As you want it to appear on your certificate)	**License #**	_____
Company	_____	**Office Phone**	_____

Section II - *Only complete if you have previously been a member of another REALTOR® association.*	
If you were in a Board other than Atlanta during 2014, please provide the following:	Have you ever been a member of another Multi-Million Dollar Sales Club? If so:
Name of Board _____ Effective Membership Date _____ Are you applying for their Multi-Million Dollar Sales Club? ❑ Yes ❑ No	Name of Board _____ Years in MDC _____

Section III - Please check category of membership you are applying for:

❑ **Individual** ❑ **New Homes**

Did you have any licensed assistants working with you at any given time during the year? ❑ **Yes** ❑ **No**

Section IV		
TOTAL GROSS VOLUME CLAIMED:		**PLEASE NOTE: ALL APPLICATIONS ARE SUBJECT TO RANDOM AUDIT.**
Total Current Company:	**$** _____	
Total Previous Company:	**$** _____	**Auditors Initials** _____
Total Volume Credit Claimed	**$**	

Applicant: Do not fill in below this line. Continue with the letter of certification.

VERIFICATION REPORT

For Board Staff Only	Yes	No	Verified by	For Board Staff Only		Verified by
Application fee paid?				# MMDSC Years prior		
□ Corporate □ Personal Check #_____						
DR cert. letter signed?				Q Code		
Dues paid?						
Correct name in computer?				Notes		
Effective Membership Date						

CURRENT COMPANY

LETTER OF CERTIFICATION

For the Multi-Million Dollar Sales Club of the Atlanta Board of REALTORS®, Inc.

I, _____ (applicant) hereby make application for membership in the Multi-Million Dollar Sales Club of the Atlanta Board of REALTORS®, and attach hereto my application and required membership fee. In order for this application to be considered, I hereby certify that I handled during the period _____ through _____, 2014 the real estate transactions on the attached forms totaling (Current Company Total) $_____.

In addition, if I am applying as an Individual applicant, I hereby certify that during the qualifying year no other licensees performed any of the following activities on my behalf for which I have taken volume credit: showing property, writing offers, making listing presentations, making buyer presentations or negotiating offers.

I, _____ (Current Designated REALTOR®), swear that I have read the rules and regulations of the Multi-Million Dollar Sales Club of the Atlanta Board of REALTORS®, have read and reviewed this application and warrant that it is true and correct and that the applicant has met all of the qualifications of the rules for admission in the Multi-Million Dollar Sales Club. I also swear that all of the above information is in accordance with our records, that there were no cooperating agents (either in or out of our brokerage) except as noted, and that a full real estate commission was paid in cash or collectible note. I understand that should there be any misrepresentation in form and/or content of the above application, other than typographical or mathematical errors, the application submitted shall be automatically disqualified and the applicant will be reported to the Grievance Committee for action.

_____ _____
Signature of Applicant Signature of Designated REALTOR®

Submission of application does not guarantee a seat at banquet. Please make a reservation

_____ _____
Date Date

PREVIOUS COMPANY

LETTER OF CERTIFICATION - PREVIOUS DESIGNATED REALTOR®

For the Multi-Million Dollar Sales Club of the Atlanta Board of REALTORS®, Inc.

I, _____ (applicant) hereby make application for membership in the Multi-Million Dollar Sales Club of the Atlanta Board of REALTORS®, and attach hereto an additional letter of certification. In order for this application to be considered, I hereby certify that I handled during the period _____ through _____, 2014 the real estate transactions on the attached forms totaling (Previous Company Total) $_____.

In addition, if I am applying as an Individual applicant, I hereby certify that during the qualifying year no other licensees performed any of the following activities on my behalf for which I have taken volume credit: showing property, writing offers, making listing presentations, making buyer presentations or negotiating offers.

I, _____, (Previous Designated REALTOR®), swear that I have read the rules and regulations of the Multi-Million Dollar Sales Club of the Atlanta Board of REALTORS®, have read and reviewed this application and warrant that it is true and correct. I also swear that all of the above information is in accordance with our records, that there were no cooperating agents (either in or out of our brokerage) except as noted, and that a full real estate commission was paid in cash or collectible note. I understand that should there be any misrepresentation in form and/or content of the above application, other than typographical or mathematical errors, the application submitted shall be automatically disqualified and the applicant will be reported to the Grievance Committee for action.

_____
Signature of Applicant

_____
Signature of Previous Designated REALTOR®

_____
Company

_____
Date

_____
Date