



Team Volume Award: Qualifications

The Volume Award gives recognition to REALTORS® who have proven their diligence by listing, selling and/or leasing high volume of real estate property.

The following must be completed when submitting the Volume Award Applications by January 31

- **MLS Agent Production Report** (see instructions on Page 4 & 5 of Volume Award Application)
- **Volume Award Application** filled out & signed by the broker AND applicant/main team member.
If the applicant is the broker/office manager, the Southern Gateway Association of REALTORS® Awards Chair and President will sign the application.
- **Team Volume Award Application** signed by team lead. (page 2)
- **"Sales Volume Adjustment Award Form"** (optional) – Use if an adjustment needs to be made to the total sales volume or sides the form must be filled out & turned in by **January 31** along with the application. The applicant's broker must sign the Sales Volume Adjustment Form as well as the application.

If the agent's and broker/office manager's signatures are not on the Award of Excellence application, the application will be sent back for a signature. (Must be returned by the deadline time or will be disqualified).

Sales Volume/Sides Guidelines:

1. When a REALTOR® sells a property, the credit is for the actual price of the property, or one side. (If shared, see #4)
2. When a REALTOR® lists a property and the property is sold, the listing person receives credit for the actual sales price, or one side. (If shared, see #4)
3. When a REALTOR® both lists and sells a property, full credit is given for each side of the transaction.
4. When two or more REALTORS® list or sell a property on a shared basis, the actual dollar sales price, or one side shall be divided between the REALTORS® as agreed upon when listed or sold. This applies to both in-office and inter-office transactions.
5. Lease will be counted as a sale in the amount of the total lease payment; volume credited in the same ratio as commission received. (EXAMPLE: For a three-year lease where the commission is received in one lump sum, applicant can take total lease credit during one year. If the commission is paid one-third each year, applicant can only take one-third credit on the lease on his/her application). Lease Option/Lease Purchase is not counted until closed. Credit for leases will be counted in volume only. They will not be counted as sides.
6. Listings, sales, and leases can be residential, commercial, industrial, farm, and mobile homes as part of a deed conveyance or any type of real property. No sales other than real estate contract sales price can be counted toward membership in the Volume Awards Program.
7. Outgoing referrals are not included.
8. A buyer's agent, selling unlisted property, may claim credit on the sales side only.
9. Contracts, closing statements, and/or leases must be supplied for verification upon request.
10. The Volume Awards Program is a local Board administered program and all decisions of the Southern Gateway Association of REALTORS® are final.
11. When applicants are on a team the team member volume will be determined by the team leader and sales volumes can only be utilized once.
12. A REALTOR® shall be recognized as an individual OR a team but cannot be both.

Transfers If an applicant transferred offices for that award year, the application must be signed by the current broker/office manager.

Eligibility The applicant must be a member in good standing with the Southern Gateway Association of REALTORS® when making application.



Team Volume Award Application

SGAR Team Award Application Rules & Stipulations

1. Broker Authorization & Verification

- All Team Award applications must be **authorized by the team's Broker**.
- Brokers are required to verify and confirm the team's status, structure, and eligibility before submission.

2. Individual Volume Ineligibility

- Agents applying under a **Team Award category will not be eligible to apply for individual volume awards**.
- Team members' production will be counted **exclusively** toward the team's total volume and will not be considered separately.

3. Awards Committee Review & Authority

- The **Awards Committee reserves the right to review, question, and deny** any application that does not sufficiently prove team status.
- Team members must be SGAR members.
- Additional documentation may be requested to verify compliance with the established criteria.

4. Definition of a Team

- A real estate team is defined as **two or more licensed agents working together under a common brand or identity**, sharing transactions, marketing, and/or commissions.
- Teams must be **recognized by their brokerage and/or by the MLS** as a formal team entity.

5. Application Accuracy & Integrity

- All information submitted must be **accurate and truthful**. Any falsified or misleading information may result in **disqualification** from the awards and potential reporting to the appropriate licensing authorities.

6. Submission Deadline

- All applications must be submitted **by the official deadline** set forth by the Awards Committee. Late submissions will not be accepted.

7. Final Decision

- The Awards Committee's decisions are **final and binding**. No appeals or exceptions will be granted once a determination has been made.

Team Lead: I have read and understand the Team Application Rules and Stipulations.

Main Team Lead Signature: _____



Team Volume Award Application

Team Award of Excellence – A team is defined as two (2) or more licensed individuals working under a unified team name.

Team Award of Excellence level:

- ☐ **Diamond** for \$40,000,000 and up in sales volume or 151 units sold and up
- ☐ **Double Platinum** for \$25,000,000 - \$39,999,999 in sales volume or 100-150 units sold
- ☐ **Platinum** for \$20,000,000 - \$24,999,999 in sales volume or 75-99 units sold
- ☐ **Gold** for \$15,000,000 - \$19,999,999 in sales volume or 50-74 units sold
- ☐ **Silver** for \$10,000,000 - \$14,999,999 in sales volume or 24-49 units sold
- ☐ **Bronze** for \$7,000,000 - \$9,999,999 in sales volume or 10- 23 units sold

Name as to appear on the award _____

Teams: (List ALL SGAR Team Members, even if all production is under only the applicants' name)

Main Team Member's Name: _____ Phone# _____ MLS ID: _____

Team Member's Name: _____ MLS ID: _____

Team Member's Name: _____ MLS ID: _____

Team Member's Name: _____ MLS ID: _____

Team Member's Name: _____ MLS ID: _____

Team Member's Name: _____ MLSID: _____

(To include more team members please add team member information on an additional page)

Company _____

☐ Attached Copy of MLS Production & Inventory Report

☐ Attached Volume Adjustment Form (If Applicable)

Signature's of verification of the information provided.

I have read the rules of this application and do hereby certify that the above-named REALTORS® has:

Total Team Sales Volume in Sales/Listings/Leases _____

Total Team Units CLOSED during the last calendar year _____

Team Leader Member's Signature _____ **Date** _____

Team Broker's Signature _____ **Date** _____

DEADLINE: All forms must be submitted to the Association office by **January 31.**

Submit applications to sgar@sgarealtors.org, fax # 636-282-0185 or 1505 Astra Way, Arnold, MO 63010

Association Office Use Only:

Received Copy of MLS Transactions: yes / no

Received Adjustment Form: yes / no

SGAR Team Volume Award Application

Date Received: _____

Reviewed By: _____

Date Approved: _____