



MEMORANDUM

TO: Designated REALTORS® and Branch Managers

FROM: Kathryn Burke, Awards Committee Liaison

DATE: October 9, 2023

RE: Awards Information/Deadline

The Awards Committee has set a deadline of **5:00 p.m. on Friday, October 27, 2023** to receive submissions for the following awards:

- ***REALTOR-OF-THE-YEAR Award:*** This award is based on REALTOR® Spirit; Activity in RAR, VAR and NAR; Activity in Civic Affairs; and Business Accomplishments.
- ***Civic Leader of the Year Award:*** This award is designed to recognize a member of RAR who has demonstrated an extraordinary commitment to enhancing the quality of life in our community.
- ***Outstanding Sales Associate of the Year Award:*** This award is based on Professional Knowledge, Sales Activity, Association Participation and Civic Accomplishments.
- ***C. Porter Vaughan, Jr. Outstanding Service Award:*** This award is based on the faithfulness to the principles of organized real estate, laws and regulations, the Code of Ethics and involvement in a unique activity that provided a special service for the real estate profession, the Association and the public. This award will not necessarily be presented annually. It is awarded in that unique situation where a member has provided a special service well beyond the normal course of activity.
- ***Rookie of the Year Award:*** The criteria I based on Professional Knowledge, Sales Activity, Association Participation and Civic Accomplishments.
- ***Educator of the Year Award:*** Nominees must have taught a real estate related subject for RAR or a RAR co-sponsored event during the award period. Must be a REALTOR® or Affiliate member in good standing.
- ***Life Membership Award:*** Nominees shall be any REALTOR® member in good standing, served as an officer, director, chairman of a standing committee of RAR, or served on a committee for five or more years, has been engaged in the real estate industry for at least 30 years.

**All forms can be returned to the Awards Committee, Richmond Association of REALTORS
8975 Three Chopt Road, Richmond, Virginia 23229, or emailed to kburke@rarealtors.com.**

**2023 REALTOR®-OF-THE-YEAR
NOMINATION FORM**

DEADLINE: Friday, October 27, 2023

SUBMISSION: FOUR (4) PAGES MAXIMUM; MUST BE IN THE APPROVED FORMAT WITH EACH CRITERIA CLEARLY LABELED; PLEASE SEND PHOTOGRAPH IN ELECTRONIC FORMAT. PHOTO MUST BE AT LEAST 300 DPI. PHOTO IS NECESSARY FOR PRESS RELEASES AND RELATED PUBLIC RELATIONS ACTIVITIES. SEND PHOTO TO KBURKE@RAREALTORS.COM. THE PRESIDENT DOES NOT QUALIFY FOR THIS AWARD.

1. NAME OF NOMINEE: _____
2. BROKERAGE FIRM AFFILIATION:

HOW LONG AFFILIATED WITH PRESENT FIRM: _____

TITLE: _____

LENGTH OF TIME IN REAL ESTATE: _____
3. ACHIEVEMENTS AND CONTRIBUTIONS:
 - (A) REALTOR® Spirit: (Faithfulness to principles of organized real estate, laws and regulations of this association and NAR Code of Ethics; efforts to encourage good real estate practice among other real estate brokers; time spent with press and general public explaining the real estate profession).
 - (B) Activity in RAR, VAR and National Association of REALTORS®: (Committee work, special assignments, seminar activity and educational work; membership and offices held in local chapters of institutes, councils, etc.).
 - (C) Activity in Civic Affairs: (local, state and national participation in civic and service clubs, charitable activities, political action, fraternal or religious groups).
 - (D) Business Accomplishments: (Public recognition of business conduct; service to clients; imaginative and creative advertising programs; rehabilitation work; land utilization, etc.).

Nominated By: Designated REALTOR® or REALTOR® Member



The Richmond Association of REALTORS® Announces the Civic Leader of the Year Award

ARE YOU A LEADER?

IF YOU CURRENTLY HOLD A LEADERSHIP POSITION IN ANY CIVIC
OR CHARITABLE ORGANIZATIONS ... RAR WANTS TO KNOW!!

Are you involved in:

- Charity Groups
- Rotary, Lions, etc.
- Schools, PTA, Fundraisers
- Civic Associations
- Music, Arts, etc.
- Local Government
- Food Banks, Blood Drives, etc.
- Communities of Faith

Are you or have you been (2017 to present):

- President
- Vice President
- Trustee
- Treasurer
- Director
- Officer
- Chairperson

On Tuesday, December 12th during the Installation Reception, RAR will bestow the REALTOR® Civic Leader of the Year Award. This award is designed to recognize a member of RAR who has demonstrated an extraordinary commitment to enhancing the quality of life in our community. **The award recipient will be chosen based on information provided on this form and/or a written paragraph or letter on your Civic Accomplishments.**

Deadline to submit your information is: Friday, October 27, 2023

Name: _____

Company: _____

Email: _____

Phone: _____

Organization #1 _____

Position #1: _____ Year(s)#1 _____

Organization #2 _____

Position #2: _____ Year(s)#2 _____

Other Volunteer Activities: _____

Email the nomination form to Kathryn Burke at kburke@rarealtors.com. Please send a photo in electronic format.

THE RICHMOND ASSOCIATION OF REALTORS®
2023 OUTSTANDING SALES ASSOCIATE OF THE YEAR AWARD

DEADLINE: Friday, October 27, 2023

SUBMISSION MUST BE ON FORM PROVIDED. PLEASE SEND PHOTO IN ELECTRONIC FORMAT TO KBURKE@RAREALTORS.COM. PHOTO MUST BE AT LEAST 300 DPI. PHOTO WILL BE USED FOR PRESS RELEASES AND RELATED PUBLIC AFFAIRS ACTIVITIES. ONLY LICENSED AGENTS AND ASSOCIATE BROKERS ARE ELIGIBLE. NOMINEES MUST BE ACTIVELY ENGAGED IN RESIDENTIAL AND/OR COMMERCIAL SALES AND LEASING. PRINCIPAL AND MANAGING BROKERS ARE NOT ELIGIBLE FOR THIS AWARD.

Only individuals, unaffiliated with teams are eligible for the award.

Previous winners of this award do not qualify for renomination.

Name of Nominee: _____

Date Nominee Licensed: _____

Firm: _____

1. PROFESSIONAL KNOWLEDGE

- a. List all designations held and date obtained, or currently in process of being obtained (i.e., associate broker, GRI, CRS, etc.)

- b. List all courses, seminars, etc. candidate has attended during the two year period preceding nomination.

Course/Class/Seminar	Institution or Sponsor	Date

- c. Has the candidate attended either the VAR and/or RAR Professional Standards Seminar or VAR's Professional Standards Procedures Seminar during the two year period preceding nomination? YES _____ NO _____

2. SALES ACTIVITY September 1, 2022 through August 31, 2023:

Total Net Volume of Sales Settled \$ _____

Total # of units sold

(½ unit per listing, ½ unit per sale) _____

3. ASSOCIATION PARTICIPATION

List all participation (committees, conventions, offices held, etc.) in Local, State and National Association of REALTORS® in the two year period preceding nomination.

4. CIVIC ACCOMPLISHMENTS

Please list participation in civic and service clubs, charitable activities, fraternal or religious groups, etc. in the two year period preceding nomination.

Mail form to: Awards Committee, Richmond Association of REALTORS
8975 Three Chopt Road, Richmond, Virginia 23229

Or email form to: kburke@rarealtors.com

2023
THE RICHMOND ASSOCIATION OF REALTORS®
C. PORTER VAUGHAN, JR. OUTSTANDING SERVICE AWARD
CANDIDATE NOMINATION
DEADLINE: FRIDAY, OCTOBER 27, 2023 - - 5:00 P.M.

NAME OF NOMINEE: _____

COMPANY ADDRESS: _____

COMPANY TELEPHONE: _____

POSITION WITH COMPANY: _____

NOMINATED BY:

NAME: _____

COMPANY ADDRESS: _____

COMPANY TELEPHONE: _____

DATE: _____

Submissions must include a photo in electronic format. Please send photo to kburke@rarealtors.com. Photo is necessary for press releases and related public relations activities.

- * **Criteria:** Faithfulness to the principles of organized real estate, laws and regulations, for Code of Ethics and involvement in a unique activity that provided a special service for the real estate profession, the Association and the public.

In order to preserve its special nature, this Award will not necessarily be presented annually. It is presented in that unique situation where a member has provided a special service for the real estate profession, the Association and the public.

A narrative, not to exceed two typewritten pages, should accompany this nomination and state the basis upon which your candidate is deserving of this Award.

PLEASE RETURN FORM TO:

Awards Committee
Richmond Association of REALTORS®
8975 Three Chopt Road
Richmond, Virginia 23229

OR EMAIL TO: kburke@rarealtors.com

2023 NOMINATION FORM
RICHMOND ASSOCIATION OF REALTORS®
ROOKIE OF THE YEAR AWARD
DEADLINE: FRIDAY, OCTOBER 27, 2023 -- 5:00 P.M.

SUBMISSIONS MUST BE IN THE FORMAT SHOWN ON NOMINATION FORM. PHOTO CAN BE SENT ELECTRONICALLY TO kburke@rarealtors.com. PHOTO IS NECESSARY FOR PRESS RELEASES AND RELATED PUBLIC RELATIONS ACTIVITIES. YOUR PHOTO MUST BE AT LEAST 300 DPI.

Only individuals, unaffiliated with teams are eligible for the award.

In order to preserve the special nature of this award, this award will not necessarily be presented annually.

NAME OF NOMINEE: _____
(Previous winners of this Award do not qualify for renomination)

DATE NOMINEE ACTIVELY JOINED RAR (MUST BE AFTER JUNE 1, 2021):

BROKERAGE FIRM AFFILIATION: _____

NOMINATED BY: _____

1. PROFESSIONAL KNOWLEDGE

- A. List all designations held and date obtained or currently in the process of being obtained (GRI, CRS, etc.)

- B. List all courses, seminars, etc., candidate has attended since becoming licensed.

Course/Class/Seminar	Institute or Sponsor	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. SALES ACTIVITY – Candidate's First Full Year

- Total Net Volume of Sales Settled \$ _____
- Total # of Units Sold (1/2 unit per listing
1/2 unit per sale) _____

3. ASSOCIATION PARTICIPATION

List all participation (committees, conventions, offices held, etc.) in RAR, VAR and National Association of REALTORS®.

4. CIVIC ACCOMPLISHMENTS

Please list participation in civic and service clubs, charitable activities, fraternal or religious groups, etc.

Send Nomination form to:

Awards Committee
Richmond Association of REALTORS
8975 Three Chopt Road
Richmond, Virginia 23229

Or email to:

kburke@rarealtors.com

2023
THE LAVERNE A BOSCHEN, JR.
EDUCATOR OF THE YEAR AWARD
NOMINATION FORM
DEADLINE: Friday, October 27, 2023

Criteria for Educator of the Year Award:

The Educator of the Year award winner shall be a REALTOR® Member, Affiliate member, or someone who contributes to RAR members and must be in good standing. Any RAR member may submit nominations.

In order to preserve the special nature of this award, this award will not necessarily be presented annually.

The Award period for Educator of the Year is September 1, 2022 through August 31, 2023.

Nominee must have taught a real estate related subject for RAR or a RAR co-sponsored event during the award period.

A narrative, not to exceed two typewritten pages, should accompany this nomination form and state the basis upon which the candidate is deserving of the Award.

Submissions must include a photo in electronic format. A photo is necessary for press releases and related public relations activities.

1. Name of Nominee: _____

2. Firm Name: _____

Firm Address: _____

Firm Telephone Number: _____

3. List all courses taught during the previous calendar year for The Real Estate School and/or all courses taught during an educational event sponsored by RAR.

4. What extra ordinary contributions has this candidate made to The Real Estate School at the Richmond Association of REALTORS®? List any course materials, curriculum developed for The Real Estate School and/or educational events sponsored by RAR.

Please return form to:

Awards Committee Chair
C/O The Richmond Association of REALTORS®
8975 Three Chopt Road
Richmond, Virginia 23229
kburke@rarealtors.com

Or email to:

**THE RICHMOND ASSOCIATION OF REALTORS®
LIFE MEMBERSHIP AWARD**

NAME OF NOMINEE: _____

COMPANY ADDRESS: _____

COMPANY TELEPHONE: _____

POSITION WITH COMPANY: _____

DATE LICENSED: _____

COMPANY YOU WERE AFFILIATED WITH WHEN FIRST LICENSED:

SERVED AS: OFFICER _____ DIRECTOR _____ COMMITTEE CHAIR _____

YEAR SERVED: _____ WHAT COMMITTEE _____

_____ COMMITTEE MEMBER FOR FIVE OR MORE YEARS – LIST YEARS _____

NOMINATED BY:

NAME: _____

COMPANY ADDRESS: _____

DATE: _____

* Criteria: Nominee shall be any REALTOR® member in good standing, served as an officer, director, chairman of a standing committee of the Association, or served on a committee for five or more years, has been engaged in the real estate business and served the Association and real estate industry for at least 30 years.

- Outstanding service to the Association
- Effort to promote integrity and honor among fellow REALTORS®
- Enthusiastic support of the high ideals and aspirations of the real estate profession.

PLEASE RETURN FORM TO: Awards Committee
The Richmond Association of REALTORS®
8975 Three Chopt Road
Richmond, Virginia 23229