



Distinguished Property Manager of the Year Award

2020 Circle of Excellencesm Application

1. Both nominee and person making the nomination must hold active primary memberships in the Hampton Roads REALTORS® Association.
2. Nominee must be engaged as a full time property manager affiliated with a firm in good standing with the Association for a period of at least two years and hold an ACTIVE license. (Full-time is defined as at least thirty-five (35) hours per week administering real estate management needs for others in accordance with the owner’s objectives and applicable law.)
3. Nominee must be qualified and receive a HRRA DPM Circle of Excellencesm award for the awards period covered by the nomination.
4. The award winner will be recognized following his/her being selected as the recipient for the awards period.

The nomination must be submitted to the Awards Committee, c/o Hampton Roads REALTORS® Association, 638 Independence Parkway, Suite 100, Chesapeake, VA 23320, no later than **5 pm, Monday, February 1, 2021** in order to be considered for the award.

NAME OF NOMINEE: _____

FIRM NAME: _____

Date Nominee Licensed* (approx): _____

Submissions are limited to a maximum of **four pages, double-spaced, one side only**. Nominations exceeding this length will not be considered. Please attach a nomination letter using a narrative format, addressing any or all of the following areas.

1. Strong character and integrity.
2. Professional knowledge, including whether or not the nominee has attended either the VAR Professional Standards Seminar, VAR’s Professional Standards Procedures Seminar, or Code of Ethics refresher training during the 2-year period preceding nomination; and, what the nominee has done to improve his/her knowledge of the real estate profession i.e., courses of instruction completed, seminars attended, professional designations earned.
3. Sufficient sales and leasing activity to properly test and prove the above standards.
4. Must be a current year recipient of the Circle of Excellencesm and a minimum of five (5) non-sequential years of COE awards.
5. Strong participation in HRRA activities during year of eligibility and prior to year of eligibility.
6. Noteworthy civic accomplishments during year of eligibility and prior to year of eligibility.
7. REALTOR® must be a member in good standing. REALTORS® who were suspended or terminated during the award year or who have outstanding or past due charges, fees, or assessments with the Association at time of application do not meet the “good standing” requirement.

Provide information on family and personal data, if possible.

Nominated by: *(please print)* _____ Phone: _____

Signature: _____ Date: _____

Managing Broker of nominee: *(please print)* _____ Phone _____

