



AWARDS OF EXCELLENCE CRITERIA & INSTRUCTIONS

I. PURPOSE

The Awards of Excellence was created to recognize and encourage outstanding Sales Agent and Broker members of the Greater San Diego Association of REALTORS®.

II. ELIGIBILITY

Awards are voluntary and available to all individual REALTOR® Members of SDAR who have completed New Member Orientation and are otherwise members in good standing with no ethics violations during the award period.

Award sub-committee members, current SDAR officers and any winners for the past three years are not eligible for consideration.

III. AWARD PERIOD

The award period is the current calendar year of the application being submitted.

IV. AWARD CATEGORIES

The following are the various categories for the Awards of Excellence:

- Broker of the Year
- REALTOR® of the Year
- Office Manager of the Year
- Affiliate of the Year
- Rookie of the Year
- Commercial Award
- International Award
- 40 Under 40

V. HOW TO APPLY

Fill out an application at www.sdar.com/awards. All applications must be submitted by November 14 of the current year.

VI. REVIEW PROCESS

- Any disqualified applications will be removed prior to submittal to Awards Review Group.
- Qualified applications will be distributed to the Awards Review Group, all nominees' names will be removed and replaced with a numeric identifier to allow questionnaires to be anonymous when calculating points.
- There will be a minimum of three finalists selected in each category based on the written materials submitted. Once identified, the Awards Committee will interview each finalist and determine the winner in each category.
- The final review by the Awards Committee members will consist of an interview. This interview will be based on review of the nominee's submitted application.

- The winners in each category will be known only to the Project Manager, Associations President and CEO, and shall be kept confidential.
- All finalists will be notified by the President (or designated staff member) of the Association no later than December 31st, and personally invited to attend the Circle of Excellence Dinner. The winners and finalists will be announced that evening.

VII. AUDIT & VERIFICATION OF APPLICATIONS

SDAR reserves the right to review any application for inaccuracies or misrepresentations.

VIII. NOTIFICATION OF ACCEPTANCE

Once all applications have been received, confirmation notices will be emailed to applicants at the email address provided on the application. Please note, SDAR is not responsible for emails that are caught by the recipients' SPAM filter.

X. USE OF AWARDS IN ADVERTISING

The use of SDAR Awards designations in advertising is reserved for active SDAR members in good standing and is permitted only upon receipt of Award Notification from SDAR. Guidelines for usage of awards are below:

- SDAR AWARDS FOR THE CURRENT AWARD YEAR shall, when used in advertising in print and on business cards, be identified as SDAR (award name) 2021.
- SDAR AWARDS GIVEN IN PREVIOUS YEARS, shall, when used in advertising, be identified with the designation of at least one of the years in which the award was earned. i.e.: award name, 2009.
- SDAR Members and their firms shall refrain from advertising the names of award nominees and/or winners until receipt of SDAR notification.