



# WEST GEORGIA BOARD OF REALTORS



*"Professionals Working Together"*

P.O. BOX 2455  
DOUGLASVILLE, GA 30133-2455  
(770) 949-9966  
Fax (770) 949-1903

## DESIGNATED REALTOR ADDENDUM TO APPLICATION

I, \_\_\_\_\_ hereby apply for DESIGNATED REALTOR Membership in the West Georgia Board of REALTORS. I agree to be responsible for all duties and obligations of Membership including the obligation to arbitrate pursuant to Article 17 of the Code of Ethics and the payment of Board dues as pursuant to Article X of the Bylaws.

I certify that I am a sole proprietor, partner, corporate officer or branch office manager acting on behalf of the firm's principle(s) and must meet all other qualifications for REALTOR Membership established in Article V, Section 2 of the Bylaws of the West Georgia Board of REALTORS.

I agree, as Designated Realtor Member for \_\_\_\_\_ (Name of Firm) to certify to the Board during the month of January each year, on a form provided by the Board, a complete listing of all individuals licensed or certified in my office(s) and shall designate a primary Board for each individual who holds membership. I further agree to identify any non-member licensees in my office(s) and whether Designated Realtor Dues have been paid to another Board based on non-member licensees and shall identify the Board to which dues have been remitted. Finally, I agree to notify the Board of any additional individual(s) licensed or certified with the firm, status changes or transfer of any member within thirty (30) days of affiliation, transfer or severance of the individual.

I acknowledge that if I am suspended or expelled, the firm, partnership or corporation shall not use the terms REALTOR or REALTORS in connection with its business during the period of suspension, or until readmission to REALTOR membership, or unless connection with the firm, partnership or corporation is severed, or management control is relinquished, whichever may apply. Membership of all other principles, partners, or corporate officers with my firm shall also suspend or terminate during the period of my suspension or until readmission or unless I remove myself from any form or degree of management control within the firm, partnership, or corporation for the term of the suspension or until readmission to membership, whichever may apply.

Have you been involved in any pending bankruptcy or insolvency proceedings or have you been adjudged bankrupt in the past three (3) years?  No  Yes If Yes, attach an explanation.

Have you had any sanctions or judgments involving unprofessional conduct for violation of civil rights laws, real estate license laws or other laws prohibiting unprofessional conduct rendered by the courts of other lawful authorities?  No  Yes If Yes, attach an explanation.

I understand, as DESIGNATED REALTOR, my annual dues shall be in an amount as established annually by the Board of Directors **plus** an additional amount to be established annually by the Board of Directors times the number of real estate salespersons and licensed or certified appraisers who (1) are employed by or affiliated as independent contractors, or who are otherwise directly or indirectly licensed with my firm, and (2) are not REALTOR Members of any Board in the state or Affiliate Members of the Board. An individual shall be deemed to be licensed with the DESIGNATED REALTOR if the license of the individual is held by the DESIGNATED REALTOR's firm, or by any Broker who is licensed with the DESIGNATED REALTOR, or by any entity in which the DR's firm has a direct or indirect ownership interest and which is engaged in soliciting and/or referring clients or customers to the DR or his/her firm on a substantially exclusive basis provided that such licensee is not otherwise included in the computation of dues payable by the principle, partner, or corporate officer of the entity.

I agree that if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. I further certify that all information furnished herein is true and correct, and I agree that failure to provide complete and accurate information as requested, or any misstatement of fact, may be grounds for revocation of my membership, if granted.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**PROFESSIONAL DATA**

NAME OF OWNER OR BROKER \_\_\_\_\_ PRIMARY BOARD \_\_\_\_\_

MAIN OFFICE ADDRESS \_\_\_\_\_

YOUR HOME ADDRESS \_\_\_\_\_

PHONE # (H) \_\_\_\_\_ (O) \_\_\_\_\_ (FAX) \_\_\_\_\_ CELL # \_\_\_\_\_

POSITION WITH FIRM \_\_\_\_\_ E-MAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

DATE LICENSE FIRST OBTAINED \_\_\_\_\_ DATE ASSOCIATED WITH PRESENT FIRM \_\_\_\_\_

With what other Real Estate Firms have you previously been associated in the past five (5) Years?

\_\_\_\_\_ From (Date) \_\_\_\_\_ To (Date) \_\_\_\_\_

\_\_\_\_\_ From (Date) \_\_\_\_\_ To (Date) \_\_\_\_\_

What affiliated memberships and/or professional designations, if any, do you hold?  GRI  CRS  CCIM  ABR  LTG  
 CRB  CRE  IREM  RLA  SIOR  WCR  RMNI  OTHER \_\_\_\_\_

If you are applying for Secondary Membership, what is your Primary Board? \_\_\_\_\_

NRDS Number \_\_\_\_\_

Has your license as a Salesman or Broker ever been suspended or revoked?  No  Yes If Yes, attach an explanation.

Are there now, or have there ever been any charges or litigations against you concerning real estate transactions?  
 No  Yes If Yes, attach an explanation.

Are you employed or engaged in any other profession  No  Yes If Yes, Please describe \_\_\_\_\_

Have you ever been convicted of a felony?  No  Yes If Yes, attach an explanation.

Have you ever been sentenced to serve time in jail or prison?  No  Yes If Yes, attach an explanation.

**PERSONAL REFERENCES**

Bank: \_\_\_\_\_

Other: 1. \_\_\_\_\_ 2. \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



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Welcome prospective Primary Member!

Please complete the Application Forms and Personal Data Sheet, with your signature on the application, and full information on the data sheet. Your Broker signs the data form, recommending you to us. Payment of the correct pro-rated dues amount shown on the Dues Invoice, and satisfaction of the above mandatory information will qualify you to be a Provisional Member of this Board, the Georgia Association (GAR), and the National Association.

You will be in the Provisional category of Membership until you pass the NAR Ethics course, and take our Board Orientation. The courses are offered quarterly by the Board at The REALTOR Building, 8486 Bowden Street, which backs up to the Douglasville City parking lot. You have three calendar quarters to meet this requirement. If you pass this class elsewhere, you must copy the Board for our records, as this course is an NAR quadrennial requirement. Proof of the course gets you into the Board Orientation.

The Orientation is part of your paid dues, and the Ethics course is \$25.00; but that charge is waived if you take and pass the course during the first quarter offered after you join! You will then be a REALTOR, and eligible to apply for the Circle of Excellence (formerly the Million Dollar Club). Failure to accomplish these shall cause membership to expire, and the forfeiture of all dues and fees.

A flyer for our next quarterly class should be on the Board web site at [www.westgaboard.org](http://www.westgaboard.org)

The Board holds Membership Luncheon Meetings monthly, usually at the Douglasville Conference Center, 6701 Church Street, around the corner from the Office. These lunch events are sponsored, and therefore free to Members who have made reservations, and actually attend. We will send a flyer to your office soon, and you can access our web site [www.westgaboard.org](http://www.westgaboard.org) for the calendar and sign-up sheets.

We look forward to your active participation in the Board.

Sincerely,

Jennifer Moon  
Membership Chair

Ed Carlton, CEO  
770-949-9966  
<[wgbor@earthlink.net](mailto:wgbor@earthlink.net)>

Debbie Dart  
Administrative Officer