



Board of Directors Candidate Information Form 2010

Thank you for your interest in joining the Williamsburg Area Association of REALTORS® (WAAR) or the Williamsburg Multiple Listing Service, Inc. (WMLS) Board of Directors. The success of the Association and WMLS depends on having a variety of individuals who can contribute in different ways and share the desire to see our Association and WMLS reach new heights!

WAAR Board members serve a one-year term, with the exception of President-Elect, President and Immediate Past President, and are expected to attend monthly board meetings. They serve on committees and act as official representatives at local, state and national functions. Members must be adept at skills needed to fulfill the necessary governing, fiduciary and fundraising responsibilities that accompany the appointment.

WMLS Board members serve a three-year term, with the exception of President-Elect, President and Immediate Past President, and are expected to attend monthly board meetings. They serve on committees and act as official representatives at local, state and national functions. The President also serves as a Director on the WAAR Board of Directors and is expected to attend that Board's monthly meetings in addition to the WMLS Board meetings. Members must be adept at skills needed to fulfill the necessary governing, fiduciary and fundraising responsibilities that accompany the appointment.

Please complete this form to assist your Nominating Committee in selecting the best candidates to serve as board directors. This information will be shared with the Nominating Committee and may also be shared with the respective Board of Directors. All information provided below is considered confidential. We will not sell or share your information with an outside source or third party.

Following are eligibility requirements for serving on either the Association's Board or the WMLS Board:

- 1) The individual must have been a member of the Association for at least three (3) years immediately preceding the date of election;
- 2) Shall be currently actively engaged in the business of real estate as a primary occupation;
- 3) The individual must have served a minimum of two (2) years on a standing Association or WMLS committee or committees and must have met the committee attendance requirements;
- 4) Shall disclose to the Nominating Committee any instance(s) within the immediately preceding five (5) years in which the candidate has been found by a Professional Standards Committee Hearing Panel to have violated the REALTOR® Code of Ethics. The facts of the situation shall be disclosed by the candidate to the Chairman of the Nominating Committee only, who may then determine whether the matter is of such gravity that it should be taken to the full Nominating Committee in Executive Session. At its discretion, the Nominating Committee may disqualify a candidate based on the facts disclosed by the candidate. Such information shall be held confidential by the Nominating Committee, and may not be released or otherwise disseminated beyond the Nominating Committee. Any candidate who fails to disclose any findings of ethics violations as required by the application form waives any right of confidentiality against a WAAR and/or WMLS staff person or Member Association that may notify WAAR of such omission.
- 5) Shall disclose any sanctions by the Real Estate Board within immediately preceding five (5) years due to direction action of the candidate. Any such sanctions will disqualify a candidate from serving as a member of the Board of Directors.
- 6) The individual must agree to attend any educational course or other training prescribed by the Board of Directors for all Directors. If any Director fails to satisfy these requirements after election, he or she shall not be eligible for further election to the Board of Directors until the requirements are met. The individual must also agree to prepare and make every effort to attend all regular and special called meetings of the Board of Directors; excused absences must be deemed valid by the Board of Directors. Acceptance of the office of Director will constitute the agreement by the individual.
- 7) Undergo an in-person interview with the WAAR Nominating Committee.

SECTION I. CANDIDATE INFORMATION

DATE SUBMITTED:

I am applying for a position on the following Board of Directors:

Association Williamsburg Multiple Listing Service

Name of Candidate	
NRDS ID#	
Real Estate License Number	
License Type	Broker <input type="checkbox"/> Associate Broker <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Salesperson <input type="checkbox"/> Other <input type="checkbox"/>
Date Licensed	
Are you licensed in another state?	Yes <input type="checkbox"/> If yes, which state? _____ No <input type="checkbox"/>
Real Estate Specialty (please indicate approximately % of time spent in each):	Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Property Mgt. <input type="checkbox"/> Appraisal <input type="checkbox"/> Auction <input type="checkbox"/> Land <input type="checkbox"/> Other <input type="checkbox"/>
Primary Association	
Secondary Association	
How many years have you been a member of WAAR?	

SECTION II. OFFICE INFORMATION

Office Name:

Office Address:

City:

State:

Zip:

Phone:

Fax:

Mobile:

Home:

Email Address:

Position in your real estate firm (check all that apply):

Office Principal I do I do not have ownership interest in the firm.Managing Broker I do I do not list and sell as well as manage.Sales Associate Broker Associate Chief Financial Officer Trainer/Sales Manager Broker/Owner Owner/Partner Other (specify):

Approximate number of sales associates in your FIRM:

Approximate number of sales associates in your OFFICE:

Number of branch offices in your firm:

SECTION III. REALTOR® RELATED ACTIVITIES (YOU MAY ATTACH A RESUME TO ANSWER THE QUESTIONS IN THIS SECTION)

1. College/University degree(s) and/or educational designation(s) attained: Please list institution or designation and year earned:

2. Previous REALTOR® Association involvement (committee memberships/chairmanships, officer or director positions, etc.) within the local, state or National REALTOR® organizations (please indicate year(s) served):

3. Please list any previous career(s), job(s) held prior to entering the real estate profession that you see as benefiting the Association/WMLS as a Director:

4. List REALTOR® Institute/Society/Council memberships held (indicate whether local, state, or national group; for instance, Virginia RLI Chapter or local WCR chapter, etc.)

5. List significant civic/community/professional group involvements and accomplishments:

SECTION IV. OTHER

1. What is one thing in your professional career of which you are most proud?

2. Why do you want to be a member of the Board of Directors?

3. In your opinion, what are the three (3) greatest challenges the real estate industry must confront during the next three years?

4. Looking at the WAAR/WMLS Business and Strategic Plans, what specific objective(s) do you believe deserve the most focus during the next three(3) years and why?

5. Do you have any sanctions against or involving you by the Virginia Real Estate Board within the immediately five (5) years due to your direct action and/or do you have any REALTOR® Professional Standards violations, or any current criminal investigation or conviction, or are you aware of any other matters involving you which adversely would affect the image of WAAR/WMLS or your ability to perform your Board of Directors' role?

No

Yes Please provide a full explanation, including date(s), of the nature of the sanction, violation, action, investigation, etc., as well as current disposition of the matter.

SECTION V. ENDORSEMENTS: PLEASE INCLUDE A LETTER OF ENDORSEMENT FROM YOUR PRINCIPAL/MANAGING BROKER

Company Endorsement? YES NO

Signature of Principal/Manager: _____

Printed Name: _____

Other Endorsement? YES NO

Name of Group/Organization/Individual: _____

Title: _____

Signature: _____

Printed Name: _____

AGREEMENT

I verify that the foregoing information is true to the best of my knowledge and further, that I clearly understand the time requirement necessary to serve on the Williamsburg Area Association of REALTORS® or the Williamsburg Multiple Listing Service Board of Directors; that I am ready, willing and able to serve the Williamsburg Area Association of REALTORS® or the Williamsburg Multiple Listing Service as a member of the Board of Directors; that I agree to attend the Board of Directors meetings; that I agree to the best of my ability to make decisions in the best interests of the Association and Multiple Listing Service and its entire membership; to uphold and abide by the Bylaws of the Williamsburg Area Association of REALTORS® and the Bylaws and Rules & Regulations of Williamsburg Multiple Listing Service, including the missions, policies and procedures.

Signature:

Printed Name:

Date:

NOTE: The deadline for submitting applications is Friday, August 27, 2010. Interviews will be conducted on Wednesday, September 8, 2010 and Thursday, September 9, 2010 between the hours of 9:30 a.m. and 4:30 p.m. Interviews take approximately thirty (30) minutes and you will be notified of the exact date and time of your interview. However, until you receive the notification please keep the entire day open on your schedule.

Williamsburg Area Association of REALTORS®
Adopted:

Board of Directors' Application