



## Board of Directors Candidate Application Information

Thank you for your interest in serving on the Board of Directors of the Roanoke Valley Association of REALTORS®. Below is an overview of the application and election process, followed by the application form. Any questions regarding the process should be directed to RVAR's CEO Laura Benjamin ([leb@rvar.com](mailto:leb@rvar.com)).

**Application Deadline:** Only REALTOR® members whose applications are submitted in writing to RVAR during the period **beginning Monday, August 1<sup>st</sup> and ending on Monday, October 3<sup>rd</sup>** shall be considered as an applicant for an Officer or Director position.

**Applicant Requirements:** All applicants for an Officer or Director position must meet the following objective criteria:

- 1.** Director applicants must have been a REALTOR® member of RVAR for at least 2 consecutive years immediately preceding the October 1st application deadline ("Application Deadline").
- 2.** Applicants for an Officer position must have 3 years of RVAR membership to apply for the Office of Vice President; 4 years to apply for the Office of President-elect. Officer applicants must have previously served on the Board of Directors.
- 3.** Director applicants shall have served as a member in good standing of an RVAR Committee, Council, Task Force or Work Group within the preceding 10 years prior to the Application Deadline.
- 4.** Director and Officer applicants shall not have any finding of violation against their license due to direct action of the applicants by the Virginia Real Estate Board within the preceding 2 years prior to the Application Deadline.
- 5.** Directors and Officer applicants shall not have had any violations of the Code of Ethics within the preceding 2 years prior to the Application Deadline.
- 6.** No more than 2 members from the same firm may serve at the same time on the Board of Directors, with the exception of the Immediate Past President.

**7.** Director and Officer applicants will be required to sign a pledge at the time of application that, if elected, and if found in violation of the Code of Ethics or a violation against their license by the Virginia Real Estate Board, they must report the violation to the Board of Directors and shall be disqualified from service on the Board of Directors.

**Application Process:**

- All candidate applications will be reviewed, as received, by the Credentials Committee for the sole purpose of verifying compliance with the minimum requirements as stated above. Once verified, applicants' names will be placed on the ballot.
- RVAR will provide regular announcements throughout the application period of August 1<sup>st</sup> through October 3<sup>rd</sup> of the names of all applicants whose credentials have been verified by the Credentials Committee.

**Election Process:** The election will be by ballot and/or electronic means on a date set by the Board of Directors, following the October 3<sup>rd</sup> Application Deadline and prior to November 15th.

*Rev. 6/2022*



## Board of Directors Candidate Application Form

Please sign and date the Candidate Application Form, and submit it to RVAR's CEO Laura Benjamin ([leb@rvar.com](mailto:leb@rvar.com)). Candidate Applications may be submitted to RVAR during the period **beginning Monday, August 1<sup>st</sup> and ending on Monday, October 3<sup>rd</sup>.**

<b>Candidate Information</b>	
I am applying for the following position on the 2023 RVAR Board of Directors:	
<input type="checkbox"/> Director	
<input type="checkbox"/> President-elect	
<input type="checkbox"/> Vice President	
<b>Name</b>	
<b>Firm Name</b>	
<b>Firm Address</b>	
<b>Phone #</b>	
<b>Email Address</b>	
<b>License #</b>	
<b>How many years an RVAR member?</b>	

Please sign below to confirm your compliance with the following requirements:

**1.** I have served as a member in good standing of an RVAR Committee, Council, Task Force or Work Group within the preceding 10 years prior to the Application Deadline of October 3, 2022. Please name at least one RVAR group on which you served within the preceding 10 years: \_\_\_\_\_.

**2. *If applying for an Officer position,*** I have previously served on RVAR's Board of Directors. Please state years of prior Board service:

\_\_\_\_\_.

**3.** I have not had any finding of violation against my real estate license due to my direct action by the Virginia Real Estate Board within the preceding 2 years prior to the Application Deadline of October 3, 2022.

**4.** I have not had any violations of the Code of Ethics within the preceding 2 years prior to the Application Deadline of October 3, 2022.

**5.** I pledge that, if elected, and if found in violation of the Code of Ethics or a violation against my real estate license by the Virginia Real Estate Board, I will report the violation to the Board of Directors and shall be disqualified from service on the Board of Directors.

*I verify that the foregoing information is true to the best of my knowledge.*

**SIGNATURE:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*The deadline for submitting the Candidate Application is **Monday, October 3<sup>rd</sup>**. You will be notified once the Credentials Committee has verified your Candidate Application.*