

# GOLDEN ISLES ASSOCIATION OF REALTORS®

1801 Gloucester Street, Suite A, Brunswick, GA 31520

## CIRCLE of EXCELLENCE APPLICATION CHECKLIST & APPLICATION FOR 2025 MEMBERSHIP

- 1. Read:** Circle of Excellence Rules & Regulations.
- 2. Complete the Application:** Fill out the 2025 Circle of Excellence Application. *(See Rules & Regulations)* An applicant must have sold a minimum of \$3,000,000 in qualifying real estate sales Volume during the Qualifying Year AND have a minimum of 6 qualifying Units sold during the Qualifying Year.  
A Property Management Applicant must have collected on behalf of the company a minimum of \$70,000 in Gross Management fees during the Qualifying Year.  
Members who have attained Life Member or Oglethorpe Member status may maintain their membership in the GIAR Circle of Excellence in years where the Member does not attain the minimum requirements by submitting the GIAR Circle of Excellence Application and paying the Application Fee.
- 3. Attach** your MLS On-Demand Circle of Excellence Report plus/or a Detailed Transaction Report.  
***“On-Demand MLS Report / Detailed Transaction Report”*** Applicants are encouraged, but not required, to enter properties in GIMLS for the ability to access the On-Demand Circle of Excellence Agent Report. *(Refer to MLS guidelines for instructions to Input a Property as a Sold Comp with Non-GIMLS Participant.)*  
Members of GIMLS can access their On-Demand Circle of Excellence Agent Report by:
  1. Log onto [mygiar.mlsmatrix.com](http://mygiar.mlsmatrix.com)
  2. Click on Market Reports (located at top of MLS page)
  3. This brings up the On-Demand Reports. Click on “Circle of Excellence (Agent)”.
  4. Confirm the Start Date is 01/01/2024 and End Date is 12/31/2024.
  5. Click on “Generate Report”
  6. The totals you will use (if all your transactions are on the MLS) will be “Units” and “Volume”. (Not Sales Price because that is the sales price of the property. You are claiming “Volume”. The only time Volume and Sales Price are different will be when you co-list or co-sell a property.  
Members not subscribed to GIMLS and/or properties not listed in GIMLS: applicants must provide a Detailed Transaction Report along with the signed, completed application. This Detailed Transaction Report shall include Agent Name, Brokerage, Property Address, Sold Date, Sales Price, Agent Units, Agent Volume. *(See definition of Unit and Volume.)* An Adding Machine Tape to be attached with totals or Performance Report Spreadsheet with Totals.
- 4. Photo** If you are applying for the first time, or want an updated photo, a photo must be submitted by the application deadline date. Email photo to [lauren@mygiar.com](mailto:lauren@mygiar.com) with note that the photo is for use for the Circle of Excellence ad in newspaper and GIAR website.
- 5. Payment** is due at the time of application. Card payments and checks are accepted. Please make checks payable to Golden Isles Association of REALTORS®
- 6. Turn in your Form** **Applications and payments forms are due by 5:00 pm, January 17, 2025, NO EXCEPTIONS. Forms will not be accepted by email.** Applications and payment forms must be brought to the Association office at 1801 Gloucester Street, Suite A, Brunswick, GA 31520 during business hours. Applications and payment forms received after the deadline will not be accepted.
- 7. Save the date!** Circle of Excellence members will be recognized at our GIAR Annual Awards Banquet on Friday, March 14, 2025. Register for this event in GrowthZone!

**For Assistance, contact James Laurens at 912-230-7715 or [jameslaurens@gmail.com](mailto:jameslaurens@gmail.com) . CONGRATULATIONS!**

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CIRCLE of EXCELLENCE APPLICATION CHECKLIST & APPLICATION FOR 2025 MEMBERSHIP

NAME as you wish it to appear on the award. Please Print Clearly:

First

Middle

Last name

PRODUCTION

Qualified total SALES VOLUME \$ \_\_\_\_\_

Qualified total TRANSACTION-SIDE UNITS SOLD # \_\_\_\_\_

PROPERTY MANAGEMENT \$ \_\_\_\_\_

STATUS check one:

Active Member Status:

- First Time ACTIVE MEMBER, Applicants who have met the minimum of \$3,000,000 or higher of qualifying Sales Volume and 6 qualifying Transaction-Side Units or \$70,000 Gross Commission of Property Management requirements for the year. This is first time qualifying for Circle of Excellence.
ACTIVE MEMBER, member who has met the Membership Requirements.

Life Member Status:

- First Time LIFE MEMBER, Applicants who have been Active Member of the Circle of Excellence for 3 consecutive years or any 5 nonconsecutive years.
Active LIFE MEMBER, Life Member who has met the Membership Requirements.
LIFE MEMBER – members who have attained Life Member status but have not met the minimum Sales Volume/Transaction-side Units sold or Property Management Requirements. Years in which Applicant was not an “active” member will not be applied toward Oglethorpe.

Oglethorpe Member Status:

- First Time OGLETHORPE MEMBER, Applicants who have been an Active Member of the GIAR Circle of Excellence for a total of Ten Years. The ten-year period does not have to be successive years. First time qualifying for Oglethorpe.
Active OGLETHORPE MEMBER, Oglethorpe Member who has met the Membership Requirements.
OGLETHORPE MEMBER, members who have attained the Oglethorpe Member status but have not met the minimum Sales Volume/ Transaction-side Units sold or Property Management Requirements.

I hereby make an application for membership in the Circle of EXCELLENCE of the Golden Isles Association of REALTORS and hereby certify that I personally handled the following real estate transactions (as evidenced by the attached information which I also verify as accurate) during the period of January 1, 2024, through December 31, 2024. I attach hereto my non-refundable application fee in the amount of \$35 and if applicable, a reinstatement fee of \$35 in addition to the application fee. I understand that I must deliver my application and payment to the GIAR office before 5:00 p.m. on January 17, 2025, and acknowledge that GIAR is not responsible for emailed, mailed, or incomplete applications and payment forms.

Applicant’s Signature

Date

I, \_\_\_\_\_ (Applicant’s Principal Office REALTOR Broker), Broker of \_\_\_\_\_ (company) Affirm that the above is in accordance with our records. I certify that the above applicant is qualified for admission to the Circle of Excellence under the present Rules and Regulations of that Club. Attached is this agent’s On-Demand MLS Report and/or Detailed Transaction Report for qualifying year.

Broker’s Signature

Date