

2023 Broker Award General Rules and Judging Criteria

GENERAL RULES:

1. All broker nominees must be a member in good standing of NAIOP or a Chapter Sponsor at the time of their nomination. Visit NAIOP.org to submit your membership application or pay your renewal today. Contact Kathie Barstnar or Jayma File for Chapter Sponsorship information.
2. All broker nominees must have an active broker license with the Colorado Division of Real Estate.
3. The Judging Committee may decide in any given year not to award a trophy in a particular category; create a new category each year; select both an individual and team winner; and categories may change from year to year.
4. There is a limit of up to 5 finalists per category, unless otherwise determined by the Judging Committee. A maximum of 10 broker nominees for each category will be recognized at the awards event.
5. Nominees will be judged by a committee composed of current and former NAIOP Presidents and Board members.
6. Any attempt to contact NAIOP officials or Judging Committee members by a nominee will result in disqualification. Judges are further instructed not to receive any calls from persons making nominations.
7. Falsification of any documentation requested will result in the disqualification of your application. Additionally, altered and/or revised numbers will not be accepted after the nomination deadline.
8. Managers of those brokerage houses which brokers submit nominations will be invited to a “vetting meeting” so that confirmation can be obtained on transaction volume and office ranking. If the manager is also submitting a nomination, they are not eligible to participate in the vetting meeting for the category in which they submitted.
9. Transaction volumes for teams and individuals will be considered based on the actual percentage of revenue received by the individual and/or team member. If team submission, the total volume of revenue received by each team member would be divided evenly by the number of team members to compare against individual submissions.
10. Nominees must indicate at time of submission whether they are submitting as either an Individual Nomination or Team Nomination. No changes can be made to the nomination after the submission date.
11. Brokers will be allowed to include transaction volume from transactions that are not leasing or capital markets in nature, so long as these types of transactions do not exceed 20% of their total listed transaction volume. For example, if a broker nominee catalyzed a debt equity or financing transaction, the volume of that transaction should be listed on the *Broker Award Transaction List*, but that “non-core” transaction volume would be capped at 20% of their total consideration volume.
12. All broker nominee finalists will be required to have their managing broker verify the accuracy of the transaction volumes and office ranking.
13. Please only include transaction consideration that was paid to broker nominees during calendar year 2023.
14. Nominees, if selected, shall agree to present at the Annual Mid-Year Commercial Forecast program scheduled for July 2024.
15. The Judging Committee may elect to award the **Legacy Broker Award** to an individual who has not been formally nominated. The **Legacy Broker Award** does not apply to any specific category. The individual must be a consistent high producer and must have a substantive track record as a qualified Broker in the Real Estate Industry. Contributions to the community and NAIOP will warrant consideration.

STANDARD JUDGING CRITERIA: All submissions in the brokerage categories to include Investment, Industrial, Land, Multi-Family, Office, and Retail will be subject to the following criteria based on the information provided with the submission:

- Total transaction volume in dollars that the team or individual has generated.
- Subjectivity of the Judging Committee based on the number of transactions, ranking in office, tenure in the business, etc. for each individual and/or team member.
- NAIOP membership activity includes length of membership, level of participation, legislative advocacy, etc.
- Contribution to the real estate industry
- Contribution to the general community

****Deadline for Broker Award Nominations is on or before Friday, January 12, 2024.****