

**2022 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. Submission from non-members WILL NOT BE ACCEPTED. Visit NAIOP.org to submit your membership application or pay 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 5 finalists per category, unless otherwise determined by the Judging Committee.
5. Nominees will be judged by a committee composed of former NAIOP Presidents and Board members.
6. Any attempt to contact NAIOP officials or judging committee member 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 submit nominations will be invited to a “vetting meeting” so that confirmation can be obtained on transaction volume and office ranking. If 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. Leasing brokers will be allowed to include transaction volume in non-leasing related transactions. For example, if a leasing broker catalyzed a debt equity or financing transaction, the volume of that transaction should be listed on the Broker Award Transaction List and the transaction noted by a check in column G.
12. All finalists will be required to have their managing broker verify the accuracy of the transaction volumes and office ranking.
13. DO NOT submit any transaction that was not closed during calendar year 2022.
14. Nominees if selected must agree to present at the Annual Mid-Year Commercial Forecast program scheduled for July 2023.
15. The Judging Committee may elect to award the **Legacy Broker Award** to an individual who has not been formally nominated, but meets all the criterial listed in section 15 below.
16. 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 Office, Industrial, and Land will be subject to the following weighting based on the information provided with the submission.

- 30% Based on the transaction volume in dollars that the team or individual has generated.
- 30% 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
- 20% NAIOP membership activity including length of membership, level of participation, legislative advocacy, etc.
- 10% Contribution to the real estate industry
- 10% Contribution to the general community

**\*\*Deadline for Broker Award Nominations is on or before Friday, January 13, 2023.\*\***