
ASSOCIATION INVOLVEMENT

Minimum: 9 points | Maximum: 15 points

Participation in CAAR educational and networking/events. This information can be found on your CAAR Member Profile.

General Membership Meetings (3 points each)

- ☐ 2/12/26 - Creating Inventory
- ☐ 3/19/26 - Awards Program
- ☐ 5/27/26 - Transportation
- ☐ 9/10/26 - Annual Development & Economic Summit
- ☐ 11/12/26 - Annual Business Meeting
- ☐ 12/3/26 - Installation

Public Affairs Events (3 points each)

- ☐ 1/15/26 - REALTOR® Day on the Hill
- ☐ 8/17/26 - Property Rights Luncheon
- ☐ 12/8/26 - Pancakes & Politics

Locality Town Hall Meetings (3 points each)

- ☐ 8/20/26 - Albemarle / Charlottesville
- ☐ 8/13/26 - Greene
- ☐ 8/6/26 - Louisa / Fluvanna
- ☐ 8/27/26 - Nelson

Broker Forum (3 points each)

- ☐ 3.12.26
- ☐ 6.25.26
- ☐ 10.15.26

Total: 0

Minimum 9 points | Maximum 15 points

PROFESSIONAL DEVELOPMENT

Minimum: 15 points | Maximum: 40 points

All activities for award qualification must have been completed during the period of January 1, 2026 – December 31, 2026.

Participation in other real estate educational activities. Required continuing education (CE) courses or seminars for licensure of Realtor membership do not count.

Active NAR Designations, Certifications, & Endorsements (e.g., ABR, e-Pro, GRI, C2EX, etc.) This information can be found on your NAR Member Detail. (5 points each)

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8

Other Real Estate Related, Non-NAR recognized Designations or Certifications (1 point each, maximum 5 points)

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Completed the NAR Fairhaven 2.0 training – released Jan. 2026 (3 points)

☐ Yes
☐ No

Graduate of Virginia Realtors Leadership Academy (5 points)

☐ Yes
☐ No

Graduate of CAAR Pat Jensen Leadership Academy (5 points)

☐ Yes
☐ No

Broker's License – does not have to be acquired within current year (5 points)

☐ Yes
☐ No

Designation & Certifications Courses (3 points per course)

☐ 0 ☐ 1 ☐ 2

Brokerage Courses (5 points per course)

☐ 0 ☐ 1 ☐ 2

NAR, VAR or other Real Estate Related Conference (5 points each)

☐ 0 ☐ 1 ☐ 2

VR Professional Standards Training (3 points)

☐ Yes

☐ No

Instructor for NAR, VR, or CAAR on Real Estate Related Course (3 points per topic taught – not number of classes taught | maximum 6 points)

☐ 0 ☐ 1 ☐ 2

Technology Courses Taken (3 points per course)

☐ 0 ☐ 1 ☐ 2

CAAR Technology Training (1 point per class)

☐ 2/5/26 – Catylist Overview

☐ 2/5/26 – Catylist What's New

☐ 2/5/26 – CRS Tax Suite

☐ 7/7/26 – Alambermarle GIS Training

☐ 7/14/26 – Paragon Connect MLS Demo

☐ 7/15/26 – Flex MLS Demo

☐ 7/16/26 – Matrix MLS Demo

☐ 11/5/26 – Catylist Overview

☐ 11/5/26 – Catylist What's New

☐ 11/5/26 – CRS Tax Suite

Latte and Learns (1 point each)

☐ 2/20/26 – Affordable Housing in C'ville

☐ 3/9/26 – Lake Anna

☐ 3/20/26 – Guiding Buyers

☐ 5/15/26 – Crozet Downtown Initiative

☐ 9/4/26 – Appraisal Issues

☐ 10/16/26 – School Superintendents

☐ 11/20/26 – How to Work with Investors

Firm-Sponsored Real Estate Related Courses (4 hrs. or less in duration) (1 point per course)

☐ 0 ☐ 1 ☐ 2

Firm-Sponsored Real Estate Related Courses (4 hrs. or more in duration) (2 points per course)

☐ 0 ☐ 1 ☐ 2

Other Real Estate Related Courses (4 hrs. or less in duration) (1 point per course)

☐ 0 ☐ 1 ☐ 2

Other Real Estate Related Courses (4 hrs. or more in duration) (2 points per course)

☐ 0 ☐ 1 ☐ 2

Active Appraiser Designations and Certifications (e.g. SRA, MAI, AI-RRS, GAA, RAA, CCIM, etc) (5 points each)

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8

Instructor for Appraisal Institute or Related Course (3 points per topic taught – not number of classes taught | maximum 6 points)

☐ 0

☐ 1

☐ 2

Appraisal Institute or Related Course (4 hrs. or less in duration) (1 point per course)

☐ 0

☐ 1

☐ 2

Appraisal Institute or Related Course (4 hrs. or more in duration) (2 points per course)

☐ 0

☐ 1

☐ 2

Total: 0

Minimum 15 points | Maximum 40 points

LEADERSHIP & VOLUNTEER PARTICIPATION

Minimum: 15 points | Maximum: 45 points

All activities for award qualification must have been completed during the period of January 1, 2026 – December 31, 2026.

Lead or volunteer with CAAR, Virginia REALTORS, NAR or other real estate related organization.

Committee or Council (10 points for Member | 20 points for Chair/Vice Chair)

- ☐ Member
- ☐ Chair/Vice Chair

Project Team (5 points for member | 10 points for Chair/Vice Chair)

- ☐ Member
- ☐ Chair/Vice Chair

Realtors Political Action Committee Ticketed Event (3 points)

- ☐ Yes
- ☐ No

Realtors Political Action Committee Monetary Contribution (3 points)

- ☐ Yes
- ☐ No

Adjunct Related Real Estate Councils (e.g., Women's Council of Realtors Blue Ridge, Blue Ridge Home Builders Association, etc.) (3 points member | 5 points leadership)

- ☐ Member
- ☐ Leadership

Virginia Realtors (VR) – committees, task forces, advocacy work groups, and/or councils participation (15 points member | 20 points Chair/Vice Chair)

- ☐ 0 ☐ 1 ☐ 2 ☐ 3

National Association of Realtors – committees, task forces, advocacy work groups, and/or council participation (20 points member | 25 points Chair/Vice Chair)

- ☐ 0 ☐ 1 ☐ 2 ☐ 3

CAAR, Virginia Realtors, or National Association of Realtors Director or Past President (current or past positions) (20 points each if service in past 5 years | 10 points each if service is greater than 5 years)

☐ Yes ☐ No

Virginia Real Estate Board Member (e.g., VREB, DPOR, Virginia Residential Real Estate, WCR,) (10 points each)

☐ 0 roles ☐ 1 role ☐ 2 roles ☐ 3 roles

Volunteered or participated in an Industry Related Partner Project (e.g., Habitat for Humanity of Greater Charlottesville Build Day, Outlying County Volunteer Day, Salvation Army Bell Ringing, American Red Cross blood drive, etc.) (5 points each)

☐ 0 projects ☐ 1 project ☐ 2 projects ☐ 3 projects ☐ 4 projects

Gave a Monetary/Gift Contribution to an Industry Partner (e.g., Blue Ridge Area Food Bank, AHIP, Salvation Army Angel Tree) (3 points each)

☐ 0 contributions ☐ 1 contribution ☐ 2 contributions ☐ 3 contributions

Other CAAR and Non-CAAR Community Volunteer Activity (e.g., Charlottesville Chamber of Commerce, TJPED, etc.) (3 points per organization activity, maximum 15 points)

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
activities activity activities activities activities activities

Current or Past Recipient of a CAAR Award Program (e.g., Rising Star of the Year, Sales Associate of the Year, Ethics in Action, etc.) (5 points each, maximum of 10 points)

☐ 0 awards ☐ 1 award ☐ 2 awards

Appraiser Institute Committee or Council (10 points for Member | 20 points for Chair/Vice Chair)

☐ Member

☐ Chair/Vice Chair

Appraisers – Local Societies or Chapters – committees, task forces, work groups and/or council participation (10 points for member | 20 points for Chair/ Vice Chair)

☐ Member

☐ Chair/Vice Chair

Appraisers – State Societies – committees, task forces, work groups and/or council participation (10 points for member | 20 points for Chair/ Vice Chair)

- ☐ Member
- ☐ Chair/Vice Chair

Appraisers – National Societies – committees, task forces, work groups and/or council participation (10 points for member | 20 points for Chair/ Vice Chair)

- ☐ Member
- ☐ Chair/Vice Chair

Appraisers – Peer Review Publication Contributions (5 points per publication each; maximum 15 pts)

- ☐ 0
- ☐ 1
- ☐ 2
- ☐ 3

Total: 0

Minimum 15 points | Maximum 45 points

PRODUCTION

Minimum: 3 points | Maximum: 30 points

Success in either production of sales or ability as a managing/supervisory Broker.

Listed or Sold Transactions during the period of January 1, 2026 to December 31, 2026 (3 points each)

Please Select

Rental Transactions during the period of January 1, 2026 to December 31, 2026 (1 point each)

Please Select

Managing/Supervisory Broker (3 points)

- ☐ No
☐ Yes

Certified Residential Broker Appraiser (3 points)

- ☐ No
☐ Yes

Managing/Supervisory Broker Appraisers (3 points)

- ☐ No
☐ Yes

Appraisal Assignments (1 point each)

Please Select

Total: 0

Minimum: 3 points | Maximum 30 points

OVERALL TOTAL POINTS FOR YOUR APPLICATION

Total: 0

Minimum 75 points

SUPPORTIVE DOCUMENTATION

Provide the following supportive documentation to accompany your completed PHS form.

Upload your Printout (REALTORS® – shows listed, sold, or rental transactions; Appraisers – shows address, MLS # if applicable, report date)

(none)

Upload your CAAR Member Profile (this shows the classes, meetings, events, and awards):*

(none)

Upload your NAR Member Detail (this shows active NAR designations/certifications/endorsements):*

(none)

CLOSING

Do you hereby certify that the information provided in this award form is true and correct? *

☐ Yes

☐ No

Would your Broker agree that the information provided in this award form is true and correct? Please note: It is assumed that the Broker is already aware of your 2026 activities. *

☐ Yes

☐ No