



2025 SMAR AWARDS OF EXCELLENCE

GENERAL RULES

1. DEADLINE:

- a. Applications must be received no later than **Monday, February 23, 2026**, at 4 pm to be eligible for consideration by one of the following methods:
 - i. Electronically to Robin Hoffman at robinh@somdrealtors.com via DotLoop or ZipLogix (email submissions will not be accepted)
 - ii. Hand deliver to SMAR, 8440 Old Leonardtown Rd, Ste 211, Hughesville, MD. **(BY APPOINTMENT ONLY)**
- b. All entries will be date stamped upon receipt. Late entries will not be accepted after the deadline. **THERE WILL BE NO EXCEPTIONS!**

2. MEMBERSHIP ELIGIBILITY:

- a. Award applicant must hold primary membership in the Southern Maryland Association of REALTORS® (SMAR)

3. MEMBERSHIP DUES:

- a. All applicants must currently be “members in good standing” (fully paid member) with SMAR.
- b. Only sales and listing settled while applicant was a “members in good standing” of SMAR will be considered.

4. SALES MANAGER:

- a. Members who have served in managerial positions during any portion of the calendar year 2025 are **NOT** eligible to receive awards.

5. LEGITIMATE PRODUCTION CREDIT:

- a. 100% of listing and /or selling commission must be earned to receive credit for 100% of production volume.
- b. Transaction may only be applied once if multiple applications are submitted (with the exception of Hall of Fame and Rookie of the Year).
- c. If more than one agent receives compensation from the listing and/or sales side of a transaction, the production must be prorated based upon the percentage of the total commission received (e.g., commission split or referral). This information should be noted in the “remarks” of the MLS or company printout.
- d. Residential Lot Sales may be counted toward the Individual Residential Production Award.
- e. Rentals are not included in production awards.
- f. Commercial Sales can be included in overall production.

6. VERIFICATION OF INFORMATION:

- a. Applicants must complete each applicable SMAR Official Awards Application.
- b. Please note there are separate applications for Individual Residential Awards, Residential Team Awards, Commercial Awards, Rookie of the Year Awards and Hall of Fame Awards.
- c. Application must be signed by applicant AND manager/broker. **ORIGINAL OR ELECTRONIC SIGNATURES (NOT COPIES) ARE REQUIRED.**
- d. Applicant must provide information on all settled transactions.
- e. **For "Comp Only" Sales**, a settlement sheet must be provided for anything entered into the MLS or on the company report.
- f. **Each settled transaction must be documented by the following method:**

*Bright MLS Sales report **OR** company report. To generated the Bright MLS Report, please follow these instructions:*

1. Enter Bright MLS web site (www.brightmls.com)
 2. Login with username and password
 3. Select "Market" on the top menu
 4. Click on "Agent & Office Production"
 5. Click on "Agent Awards Report"
 6. Input start and end dates
 7. Add Subscription ID
 8. Click on "Generate Report"
- g. In the event there is a question about your submission, a member of SMAR staff will contact the Broker/Manager by phone to discuss concerns. The applicant will have until the close of business (4:30pm) the following day to submit corrections.

7. VIOLATIONS:

- a. Any applicant who is found to be in violation of the awards rules and criteria or is found to have submitted any inaccurate or untruthful information will be disqualified.

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SMAR AWARDS OF EXCELLENCE

Individual Sales Award Criteria

Each award applicant may qualify EITHER by dollar volume **OR** by number of transactions regardless of dollar volume. Applicants who operate as part of a team are not eligible for this individual award. Refer to Team Awards Criteria.

BRONZE AWARD

1 Million -1.999 Million dollar volume

OR

Completion of at least five (5) settled sale and/or listing transactions regardless of dollar volume.

SILVER AWARD

2 Million -3.999 Million dollar volume

OR

Completion of at least ten (10) settled sale and/or listing transactions regardless of dollar volume.

GOLD AWARD

4 Million-5.999 Million dollar volume

OR

Completion of at least twenty (20) settled sale and /or listing transactions regardless of dollar volume.

PLATINUM AWARD

6 Million – 9.999 Million dollar volume

OR

Completion of at least thirty (30) settled sale and/or listing transactions regardless of dollar volume.

DIAMOND AWARD

10 Million – 19.999 Million dollar volume

OR

Completion of at least fifty (50) settled sale and/or listing transactions regardless of dollar volume.

DOUBLE DIAMOND AWARD

20 Million and over total dollar volume

OR

Sixty (60) combined settled listings and sales transactions regardless of the dollar volume.



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SOUTHERN MARYLAND ASSOCIATION OF REALTORS®, INC.

2025 Awards of Excellence

Official Awards Application

INDIVIDUAL SALES AWARDS

TO BE COMPLETED BY ENTRANT:

Please enter me, _____, (print name as it should appear on the award) in SMAR's Awards Program for the calendar year 2025 in the category indicated below:

INDIVIDUAL Sales Categories

(check one)

☐ **Double Diamond**

☐ **Platinum**

☐ **Silver**

☐ **Diamond**

☐ **Gold**

☐ **Bronze**

In calendar year 2025, I was responsible for _____ settled transaction units and/or \$ _____ in volume in the category indicated above. I understand that I need to submit an additional application on the appropriate form to be considered Rookie of the Year. I certify that my performance represented herein was mine alone and that all information and documentation that I have included is accurate and truthful. In order to receive an award, I have and I will comply with all rules and regulations by the Board of Directors of the Southern Maryland Association of REALTORS®

Entrant's Signature _____ Date _____

TO BE COMPLETED BY BROKER/MANAGER:

I, (print name) _____, Broker/ Manager for (print name of firm) _____ do hereby certify that all of the information and documentation as presented by the entrant as referenced above is accurate and truthful. I have personally verified all of the enclosed information. I agree to comply with all rules and regulations approved by the Southern Maryland Association of REALTORS®

Broker/Manager Signature _____ Date _____

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SMAR AWARDS OF EXCELLENCE

Commercial/Industrial Award Criteria

- Applicants may qualify for this award with leasing, and/or sales transactions for the following properties: farms, acreage, commercial, industrial, and investment properties
- Leased commercial/industrial properties may be included in volume by counting the gross value of the term of the lease (no credit is received for lease renewal options).
- Verification of applicant's production by broker or manager is required for application to be considered. Bright MLS printouts and/or broker certified agent production reports **must** accompany the application.



BRONZE AWARD - 1 Million -1.999 Million dollar volume

SILVER AWARD - 2 Million -3.999 Million dollar volume

GOLD AWARD - 4 Million -5.999 Million dollar volume

PLATINUM AWARD - 6 Million -9.999 Million dollar volume

DIAMOND AWARD – 10 Million – 19.999 Million dollar volume

DOUBLE DIAMOND AWARD – 20 Million and over dollar volume

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SOUTHERN MARYLAND ASSOCIATION OF REALTORS®, INC.

2025 Awards of Excellence

Official Awards Application

COMMERCIAL/INDUSTRIAL SALES AWARDS

TO BE COMPLETED BY ENTRANT:

Please enter me, _____, (print name as it should appear on the award) in SMAR's Awards Program for the calendar year 2025 in the category indicated below:

COMMERCIAL/INDUSTRIAL Sales & Listings Categories

(check one)

☐ **Double Diamond**

☐ **Platinum**

☐ **Silver**

☐ **Diamond**

☐ **Gold**

☐ **Bronze**

In calendar year 2025, I was responsible for _____ settled transaction units and/or

\$ _____ in volume in the category indicated above. I understand that I need to submit an additional application on the appropriate form to be considered Rookie of the Year. I certify that my performance represented herein was mine alone and that all information and documentation that I have included is accurate and truthful. In order to receive an award, I have and I will comply with all rules and regulations by the Board of Directors of the Southern Maryland Association of REALTORS®

Entrant's Signature: _____ *Date* _____

TO BE COMPLETED BY BROKER/MANAGER:

I, (print name) _____ Broker/Manager for (print name of firm) _____ do hereby certify that all of the information and documentation as presented by the entrant as referenced above is accurate and truthful. I have personally verified all the enclosed information. I agree to comply with all rules and regulations approved by the Southern Maryland Association of REALTORS®

Broker/Manager Signature _____ *Date* _____

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SMAR AWARDS OF EXCELLENCE

Team Sales Award Criteria

Applicants may qualify **EITHER** by dollar volume OR with number of settled transactions regardless of dollar volume. (Applicants for this award negate eligibility for individual production awards.) **Teams shall be defined according to the criteria established by the Maryland Real Estate Commission (MREC)**

An agent who uses a licensed assistant to do clerical work-i.e., preparing brochures, entering listings, taking pictures, and other general clerical services, is not required to submit the licensed assistant's name for the award. Applicants who assist another agent on a referral basis do not necessarily constitute a team and are eligible for individual awards categories. (Referral percentages may be noted on the application worksheets.)



BRONZE AWARD

2 Million -3.999 Million total dollar volume

OR Eighteen (18) combined settled listings and sales transactions regardless of the dollar volume.

SILVER AWARD

4 Million – 7.999 Million total dollar volume

OR Twenty- Four (24) combined settled listings and sales transactions regardless of the dollar volume.

GOLD AWARD

8 Million – 11.999 total dollar volume

OR Thirty (30) combined settled listings and sales transactions regardless of the dollar volume.

PLATINUM AWARD

12 Million -19.999 Million total dollar volume

OR Forty (40) combined settled listings and sales transactions regardless of the dollar volume.

DIAMOND AWARD

20 Million -39.999 Million total dollar volume

OR sixty (60) combined settled listings and sales transactions regardless of the dollar volume.

DOUBLE DIAMOND AWARD

40 Million and over total dollar volume

OR One Hundred (100) combined settled listings and sales transactions regardless of the dollar volume.

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SOUTHERN MARYLAND ASSOCIATION OF REALTORS®, INC.

**2025 Awards of Excellence
Official Awards Application**

TEAM SALES AWARDS

TO BE COMPLETED BY ENTRANT:

Please enter Team, _____, (print name as it should appear on the award)
in SMAR's Awards Program for the calendar year 2025 in the category indicated below:

TEAM Sales Categories

(check one)

☐ **Double Diamond**

☐ **Platinum**

☐ **Silver**

☐ **Diamond**

☐ **Gold**

☐ **Bronze**

In calendar year 2025, the team was responsible for _____ settled transaction
units and/or \$ _____ in volume in the category indicated
above. All team members understand that they need to submit an additional application on the
appropriate form to be considered Rookie of the Year. We certify that my performance represented
herein was mine alone and that all information and documentation that we have included is accurate
and truthful. In order to receive an award, we have and we will comply with all rules and regulations by
the Board of Directors of the Southern Maryland Association of REALTORS®

Entrant's Signature _____ *Date* _____

TO BE COMPLETED BY BROKER/MANAGER:

I, (print name) _____, Broker/Manager for (print name of
firm) _____ do hereby certify that all of the information and documentation
presented by the entrant as referenced above is accurate and truthful. I have personally verified all the
enclosed information. I agree to comply with all rules and regulations approved by the Southern
Maryland Association of REALTORS®

Broker/Manager Signature _____ *Date* _____

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ROOKIE OF
THE YEAR



SMAR AWARDS OF EXCELLENCE

Rookie of the Year Award Criteria

Each county (Calvert, Charles, and St. Mary's) is eligible to have one "rookie" winner. **The "Primary Office" is defined as the Broker's office address according to DLLR.**

Applicant must have **COMPLETED FIRST FULL LICENSE YEAR** any time during the calendar year 2025 (**For example:** An agent may have become licensed in June 2024 and **finished their FIRST FULL LICENSE YEAR** in June 2025).

Transactions that occurred during their **FIRST FULL LICENSE YEAR** (ex: June 2024 -June 2025) must be provided. Only settled transactions relating to the applicant's **FIRST FULL LICENSE YEAR** (ex: June 2024 -June 2025) will be considered.

Broker/Manager must verify date when applicant became licensed as well as provide verification for all applicable settled transactions.

Criteria is based on number of settled transactions. In the case of a tie, the award goes to the highest dollar volume. Rentals are to be included.

Applicants may participate simultaneously in this category and other individual categories if all applicable qualifying criteria are met, and separate applications are submitted.

Applicants are only eligible for "Rookie of the Year" if **they are a first-year-licensee and have not previously been licensed in Maryland or in any other Jurisdiction.**

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SOUTHERN MARYLAND ASSOCIATION OF REALTORS®, INC.

2025 Awards of Excellence

Official Awards Application

ROOKIE OF THE YEAR AWARDS

TO BE COMPLETED BY ENTRANT:

Please enter me, _____, (print name as it should appear on the award) in SMAR's Awards Category of Rookie of the Year for the calendar year of 2025.

Date Licensed: _____

My primary office is located in _____ **County.**

- I understand that I may also be eligible for other categories of the 2025 Awards of Excellence, and that I must submit the appropriate application for those awards ____ (initial)
- I certify this is my **FIRST full year in real estate in calendar year 2025** and that I have **NEVER** held a license to sell real estate in this or any other state. ____ (initial)
- I am not a member of a team ____ (initial)

In my first full year in real estate which ended in calendar year 2025, I was responsible for _____ settled transaction units which totaled \$ _____ in volume. I certify that my performance represented herein was mine alone and that all information and documentation that I have included is accurate and truthful. In order to receive an award, I have and I will comply with all rules and regulations by the Board of Directors of the Southern Maryland Association of REALTORS®

Entrant's Signature: _____ *Date* _____

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2025 Awards of Excellence

Official Awards Application

HALL OF FAME AWARD

Criteria: Based on receipt of SMAR Awards of Excellence Sales Production Awards for five (5) separate years, not necessarily consecutive (minimum one million dollars in sales per year prior to 1997 OR a minimum of one million dollars in sales and/or transactions in 1997 OR annually thereafter. PLEASE NOTE: This application is for NEW Hall of Fame Members. Current members of the Hall of Fame need not re-apply.



TO BE COMPLETED BY ENTRANT:

Please enter me, _____, (print name as it should appear on the award) in SMAR's Awards Category for the calendar year 2025 for the Hall of Fame Award.

LIST BELOW FIVE (5) YEARS YOU WERE A **RECIPIENT OF SMAR'S AWARD OF EXCELLENCE**

YEAR	AWARD LEVEL RECEIVED

Entrant's Signature _____ Date _____

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SOUTHERN MARYLAND ASSOCIATION OF REALTORS®

2025 Awards of Excellence

Awards Application Submission Verification

Name Of Agent Submitting Award	Type Of Award & Level (Individual, Team, Commercial, Rookie of the Year or Hall of Fame)

Total # of Applications _____

Name of Broker/Manager _____ Signature _____

Name of Company _____

Date Received at SMAR _____

Verified by: _____

(SMAR Staff Member)

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