

COE Awards Criteria



Individual Levels:

	Gross Commission Income (GCI)	or	Units
Bronze	\$93,000		21+
Silver	\$139,500		33+
Gold	\$204,600		43+
Platinum	\$260,400		65+
Diamond	\$418,500		86+

Small Team Levels (2-3 Licensed HRRA members):

	Gross Commission Income (GCI)	or	Units
Bronze	\$180,000		42+
Silver	\$230,000		47+
Gold	\$330,000		77+
Platinum	\$450,000		105+
Diamond	\$600,000		140+

Large Team Levels (4-6 Licensed HRRA members):

	Gross Commission Income (GCI)	or	Units
Bronze	\$300,000		70+
Silver	\$425,000		99+
Gold	\$600,000		140+
Platinum	\$800,000		187+
Diamond	\$1,000,000		233+

Mega Team Levels (7+ Licensed HRRA members):

	Gross Commission Income (GCI)	or	Units
Bronze	\$500,000		117+
Silver	\$650,000		152+
Gold	\$800,000		187+
Platinum	\$1,000,000		233+
Diamond	\$1,500,000		350+

New Homes (2023 Closed Volume for New Homes Sales Only):

Copper Flashing	at least \$2,500,000
Silver Nail	at least \$4,000,000
Gold Hammer	at least \$5,500,000
Diamond Stud	at least \$9,000,000

Distinguished Property Managers: \$150,000 Gross Management/Leasing Fees.

All candidates must perform at least seven (7) of these ten (10) properties management functions on a routine basis:

1. Execute management agreements and maintenance guidelines.
2. Prepare marketing plans, supervise tenant selection, lease execution, renewals and assist owners in determining rent rates and tenant criteria.
3. Exercise authority to incur expenses for maintenance repairs.
4. Supervise personnel, employees, or contractors, and enforce operating policies and procedures.
5. Meet with tenants and conduct scheduled written property inspections.
6. Monitor receipts and expenses, including approval of invoices and service contracts.
7. Review operating statements and prepare explanatory text.
8. Collect slow and unpaid accounts, follow through on evictions.
9. Assume primary responsibility for compliance with local, state, and federal regulations; and
10. Advise owner of property of market conditions and changes in applicable law, recommending legal counsel should be consulted when necessary.