

MEMBERSHIP REQUIREMENTS

- be a member in good standing of the Real Estate Board of Greater Vancouver,
- meet the requirements in at least one Category of Membership,
- pay an application fee of \$35.00 (plus taxes) which includes membership for the balance of the calendar year. Agree to pay Annual Membership Dues of \$35.00 (plus taxes) which are due and payable each January.

FULL MEMBERSHIP CATEGORIES

Fully Qualified Members can demonstrate they have specialized knowledge and experience in one or more areas of commercial real estate: Appraisal, Business Brokerage, Commercial Sales or Leasing, Consulting, Investment properties, Syndication, or Property Management. Full Membership Applications are approved by the Commercial Division directors.

Category 1 Designated Professionals

Applicants holding a pre-approved professional designation automatically qualify for Full Membership.

Category 2 Full Time Commercial Practitioner

Applicants are deemed to have received a level of mentorship in commercial real estate by working in a *Full Time* Commercial Firm for more than two (2) years and can demonstrate they have met the minimum standard of Commercial Transactions.

Category 3 Significant Commercial Experience

Applicants can demonstrate that they have significant continuing commercial real estate experience within the past ten (10) years.

Category 4 Standard Full Membership

Applicants can demonstrate that they have completed the minimum Standard Full Membership requirements in **both** Commercial transactions and Commercial education.

NON-VOTING MEMBERSHIP CATEGORIES

Candidate and Commercial Affiliate Members are not entitled to vote or hold office in the Commercial Division, nor are they entitled to advertise their membership in the Commercial Division or the Canadian Commercial Council of REALTORS®.

Category 5 Candidate Membership

Applicants who do not meet Full Membership requirements may apply for Candidate Membership. Candidate Members will be eligible to become a Full Member upon achieving the educational qualifications and the transaction qualifications. Candidate Members are encouraged to achieve Full Membership within three (3) years of applying as a Candidate. Candidate Membership approval is automatically granted.

Category 6 Commercial Affiliate Membership

Applicants who are affiliate members, or are representatives of corporate affiliate members, of the Real Estate Board of Greater Vancouver and are in good standing with the Board may apply for Commercial Affiliate Membership. Commercial Affiliate Membership approval is automatically granted.

PLEASE PRINT CLEARLY

REBGV MEMBERSHIP NO.			
NAME OF APPLICANT			
COMPANY			
BUSINESS ADDRESS			
CITY		POSTAL CODE	
BUS PHONE	()	FAX	()
EMAIL			
WEBSITE ADDRESS			
DESIGNATIONS			

In making this application, I declare that I am presently a Member in good standing of the Real Estate Board of Greater Vancouver. I agree that should this application be accepted, I will abide by the rules and regulations of the Commercial Division and pay the Application fee of \$35.00 (+taxes) which includes the balance of this year's membership dues. I also agree to pay Commercial Division annual dues of \$35.00 (+taxes), payable each January.



Should I be accepted as a Full Member of the Commercial Division, I also recognize that I will gain automatic membership in the Canadian Commercial Council of REALTORS® (CCC) and as such will be entitled the benefits of CCC membership including the use of their logo.

I affirm that the information supplied in and with this application is to the best of my knowledge accurate.

PRIVACY CONSENT: By signing this application, I hereby consent to the Real Estate Board of Greater Vancouver collecting, storing and using the information contained in the form in accordance with the Real Estate Board of Greater Vancouver Privacy Policy, found at www.realtorlink.ca

SIGNATURE OF APPLICANT	
DATE	

Signature of Managing Broker is ONLY required if applying for Full Membership (Categories 1 – 4)

MANAGING BROKER			
COMPANY		BUS. PHONE	()
SIGNATURE OF MANAGING BROKER			
DATE			

FULL MEMBERSHIP CATEGORIES

Please check the Full Membership Category under which you qualify and complete that portion of the application form in full. Please ensure that any additional information i.e. evidence of designation/course completion, list of transactions criteria, reference letters, etc. are attached when submitting your application. Acceptance for Full Membership is at the sole discretion of the Commercial Division Directorate.

Category 1 Designated Professionals

Applicants automatically qualify for Full Membership in the Commercial Division by currently holding one or more of the following qualifying designations:

Please check all that apply and provide proof of designation.

- | | |
|---|---|
| <input type="checkbox"/> ALC Accredited Land Consultant | <input type="checkbox"/> CPM® Certified Property Manager |
| <input type="checkbox"/> ARM® Accredited Residential Manager | <input type="checkbox"/> CRE Councillor of Real Estate |
| <input type="checkbox"/> CCIM Certified Commercial Investment Member | <input type="checkbox"/> CSM Certified Shopping Centre Manager |
| <input type="checkbox"/> CLO Certified Leasing Officer | <input type="checkbox"/> SIOR Specialist/Industrial and Office Real Estate |
| <input type="checkbox"/> CLS Certified Leasing Specialist | |
-

Category 2 Full Time Commercial Practitioner

Applicants for Full Membership in this category are deemed to have received a level of mentorship in commercial real estate by working in a *Full Time* Commercial Firm for more than two (2) years and can demonstrate they have met the minimum standard of Commercial Transactions as described in Appendix I.

*Please provide confirmation of your qualifying commercial transactions by filling out the Commercial Transaction Table on **Appendix I** OR provide additional documentation (i.e. List of Commercial Deals, Sales Record Transaction Sheets, letters of reference, etc.)*

Category 3 Significant Commercial Experience

Applicants can demonstrate that they have significant continuing commercial real estate experience within the past ten (10) years.

*Please provide confirmation of your qualifying commercial transactions by filling out the Commercial Transaction Table on **Appendix I** OR provide additional documentation (i.e. List of Commercial Deals, Sales Record Transaction Sheets, letters of reference, etc.)*

Category 4 Standard Full Membership

Applicants can demonstrate that they have completed the minimum Standard Full Membership requirements in **BOTH** Commercial Transactions and Commercial Education as outlined on Appendix I and II.

*Please provide confirmation of your qualifying commercial transactions by filling out the Commercial Transaction Table on **Appendix I** OR provide additional documentation (i.e. List of Commercial Deals, Sales Record Transaction Sheets, letters of reference, etc.)*

*Please provide confirmation of having met the minimum standard of Commercial education by filling out the Commercial Education Table on **Appendix II** and/or provide evidence in the form of transcripts, certificates, etc.*

NON-VOTING MEMBERSHIP CATEGORIES

Category 5 Candidate Membership

Applicants who do not meet Full Membership requirements may apply for Candidate Membership. Candidate Members will be eligible to become a Full Member upon achieving the educational qualifications and the transaction qualifications. Candidate members are encouraged to achieve Full Membership within **three (3) years** of applying as a Candidate.

- ▶ *Candidate Members are not entitled to vote or hold office in the Commercial Division, nor are they entitled to advertise their membership in the Commercial Division or the Canadian Commercial Council of REALTORS®.*
- ▶ *Candidate Membership is automatically granted.*

Category 6 Commercial Affiliate Membership

Applicants who are affiliate members, or are representatives of corporate affiliate members, of the Real Estate Board of Greater Vancouver and are in good standing with the Board may apply for Commercial Affiliate Membership.

- ▶ *Commercial Affiliate Members are not entitled to vote or hold office in the Commercial Division, nor are they entitled to advertise their membership in the Commercial Division or the Canadian Commercial Council of REALTORS®.*
- ▶ *Commercial Affiliate Membership is automatically granted.*

RETURN COMPLETED APPLICATION /APPENDICES + ATTACHMENTS TO:

Fax: (604) 730-3105

Scanned Documents: tdunn@rebgv.org

Mail to: Real Estate Board Greater Vancouver
Commercial Division
2433 Spruce Street | Vancouver, BC V6H 4C8

Minimum Standard - COMMERCIAL TRANSACTIONS

When applying for FULL MEMBERSHIP in **Categories 2, 3, or 4** - Applicants are required to demonstrate they have met the minimum standard of commercial real estate experience. Please fill out the table below OR provide additional documentation (i.e. Printout list of Commercial Deals, Sales Record Transaction Sheet, etc.).

A minimum of **ONE** of the following is required:

- Applicant has completed within the last five years:
 - a minimum of five qualifying transactions totalling a minimum of five million dollars; **OR**
 - a minimum of ten qualifying transactions, regardless of the total dollar volume; **OR**
 - a minimum of ten million dollars in qualifying transactions, regardless of the total number of transactions; **OR**
- Applicant currently manages a portfolio of:
 - a minimum of 20 units; **OR**
 - a minimum assessed value of \$10 million dollars.

ADDRESS OF THE PROPERTY	MLS #	TYPE OF TRANSACTION	DATE OF COMPLETION	AMOUNT OF TRANSACTION
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

- Qualifying commercial transactions include appraisals, business brokerage, sales and leasing of office, retail, industrial, multi-family, farms/ranches, hotels/motels, property management, land/development sites, syndications, investments, consultants, etc.
- Net or Gross Lease Calculations: $\text{Number of years} \times \text{net rent (or gross rent)} + \text{operational costs} = \text{total of the lease}$

Minimum Standard - COMMERCIAL EDUCATION

When applying for FULL MEMBERSHIP under **Category 4**, applicants are required to demonstrate they have met the minimum standard of commercial real estate education by completing one of the following options. Providing additional documentation (i.e. education transcripts, certificates, diplomas, etc.) is encouraged. Members can request REBGV generated education transcripts.

A minimum of ONE of the following is required:

1. Applicant can demonstrate they have met the minimum standard of Commercial Education by currently holding one of the following Educational based designations/diplomas/degrees:

Check all that apply and provide documentation(s)

- | | |
|---|---|
| <input type="checkbox"/> AACI Accred. Appraiser Canadian Institute | <input type="checkbox"/> FRI / FRI(E) / FRI(A) Real Estate Institute |
| <input type="checkbox"/> CRF Certified in Real Estate Finance | <input type="checkbox"/> RI Real Estate Institute of BC |
| <input type="checkbox"/> CRP Certified Reserved Planner | <input type="checkbox"/> DULE Diploma of Urban Land Economic |

2. Applicant can demonstrate they have completed the **two (2) mandatory** and at least **one (1) elective** course as listed below: *Members can request an REBGV Education Transcript.*

COURSE NAME		DATE COMPLETED
Introduction to Commercial Real Estate Investment Analysis	<i>Mandatory</i>	
Introduction to Leasing	<i>Mandatory</i>	
Introduction to Business Brokerage	<i>Elective</i>	
Introduction to Taxation and Analysis of Commercial Investment Property	<i>Elective</i>	
Introduction to Listing and Selling Commercial Investment Properties	<i>Elective</i>	
Introduction to Listing and Selling Commercial Development Sites	<i>Elective</i>	

3. Applicant can demonstrate and provide proof they completed the equivalency of commercial courses.
 - ▶ *Examples of acceptable courses include: CCIM Core Courses, UBC Sauder School of Business commercial real estate courses, or commercial courses that have been approved by a Canadian real estate licensing regulator.*

COURSE NAME	DATE OF COMPLETION
1.	
2.	
3.	
4.	
5.	