

GJARA ORIENTATION

Grand Junction Area REALTOR® Association
2743 Crossroads Boulevard
Grand Junction, CO 81506

FROM GJARA

You are now a member of the largest trade association in the world! As a member you will enjoy supporting the real estate industry and all fellow REALTORS®, across the country, to promote camaraderie among other real estate professionals who share your goals and objectives of helping others fulfill the American dream of property ownership.

We are your local association and we are here to make your association experience as informative and enjoyable as possible. This association belongs to the members, so please feel free to visit, inquire and suggest ideas. We provide empowerment through education, training, supplies, information and services, including a robust MLS program for you to be the best you desire to be. Service is our mission.

GJARA is a full-service trade-based volunteer association, made up of several membership groups. The membership is comprised of REALTOR® members who are bound by a higher standard of professional practice as set forth by the REALTOR® Code of Ethics, Affiliates who serve the member's clients, educators who provide training to the members, legislators and student members.

The governing body of the Association is the Board of Directors with several committees established to do specific tasks throughout the year. All of these individuals are volunteers, who are members in good standing. They not only dedicate their personal time and dollars to service the local community and participate in state and national levels of real estate related associations, they also work diligently to protect private property rights. You too will have a voice in an active lobbying organization which counts its legislative successes by the team-work of all its members, always with the goal to protect private property rights.

As a REALTOR® member of this association, you voluntarily pledge to abide by the National Association of REALTORS® Code of Ethics, which is intended to provide for professional high business standards and general good will among members and the public. The Code of Ethics and its governing system. Professional Standards, which uses due process of Grievance, Ethics and Arbitration systems, through our Colorado State Association of REALTORS®, is a self-governing enforcement program to protect our members from other costly litigation proceedings.

Take time to set up your profile through NAR, and choose what items you may like to receive in the areas you will specialize in. Take advantage of the multitude of offerings at the site as well. You receive discounts through Member Benefits, free copyright material for your website and many other tools to prepare you for success.

Welcome aboard. Grand Junction Area REALTOR® Association is proud to have you and honored you chose us to assist you in your career.

EMPOWERMENT IS OUR BUSINESS!

WHAT AM I DOING HERE?

Orientation can be confusing. We know that you will not retain all the information, so we have developed this booklet for you to keep as a resource tool.

Enjoy orientation, ask questions and network when you can. Your fellow REALTORS® are the best source for industry information and you will champion many acquaintances and friendships as you progress through your career.

Through orientation you will find out about your local association, Grand Junction Area REALTOR® Association, Colorado Association of REALTORS® and the National Association of REALTORS®. You pay dues annually, so listen to what the benefits are of each association.

Only a member of these 3 associations, can refer to themselves as a REALTOR®. Anyone else is a licensee.

All these associations are governed by volunteers who are members. Imagine that! The largest trade organization in the world is fully governed by volunteers. That is exactly the kind of industry you have joined. We all put in all the effort and get fantastic results. You will hear about the committees and leadership structures that are available for you to become involved with during your membership. You are always welcome to come and observe the meetings, so you can determine what might interest you. Remember, you can't be a passive REALTOR®, we all do a small part to keep our industry moving in the right direction.

If you need any help at all, please call the staff here at GJARA. Oh yeah! Get ready to learn acronyms like never before.

Have a great time meeting everyone and enjoy your time here.

Here's to your success!



FUN FACTS



The Grand Junction Area REALTOR® Association is part of the nationwide REALTOR® family network made up of the National Association of REALTORS® and the Colorado Association of REALTORS®.

Staff is directly responsible for the day-to-day services provided to our membership and to assist the general public with locating and contacting member agencies, processing public complaints, and answering general questions regarding the home-buying and selling processes.

- The Grand Junction Area REALTOR® Association was chartered by the National Association of REALTORS® on May 30, 1930. Come by and see the poster from the 1930 National Association of REALTORS convention when near the offices.
- The Board of REALTORS® was incorporated on August 1, 1951, the Multiple Listing Service incorporated in 1974.
- When "black Sunday" hit (the 1984 bust in the oil shale industry), the board went from 720 members to 230. Half of the membership moved to Phoenix and the other half to Colorado Springs. Through the years many have returned home.
- On March 17, 1994, the Board of Directors voted to change our name to the Mesa County Association of REALTORS® and on March 23, 1994, it was adopted by the National Association of REALTORS®.
- On May 20, 2001, we moved to our new location at 2743 Crossroads Blvd. Our new building has 3800 square feet, and we have lots of parking and a large education facility.
- In May 2002, the Board of Directors voted to change our name to the Grand Junction Area REALTOR® Association because the "Mesa County" confused people who thought we were Mesa, Arizona.

Through your local ASSOCIATION you can...

- Advocate on behalf of your profession and your clients with local elected and appointed officials
- Access up-to-date local market statistics, down to the neighborhood level
- Participate in education programs to enhance your skills and credentials
- Network with and learn from other REALTORS® in your area
- Receive mediation and arbitration services to resolve disputes
- Acquire new marketing skills to help grow your business
- Provide local disaster relief support for REALTORS® and their communities
- Join with others to acknowledge production and service through awards program
- Take advantage of special discounts and offers on insurance, work tools, travel and other industry related tools.

The Grand Junction Area REALTOR® Association (GJARA) is the successor to the Grand Junction Board of REALTORS®, originally chartered by the National Association of REALTORS® in 1930. GJARA is a not-for-profit trade association with a membership representing a wide range of real estate professionals in Grand Junction and surrounding communities.

The Grand Junction Multiple Listing Service, started in 1974, contains properties, both residential, farm and ranch leases, vacant land, and commercial.

SAFETY TIPS

Keep it light

Show properties before dark. If you must show a property after dark, turn on all lights as you go through, and don't lower any shades or draw curtains or blinds.

Checking-in

When you have a new client, ask him/her to stop by your office and complete a Prospect Identification Form. Also, photocopy their driver's license and retain this information at your office.

Don't be too public

Limit the amount of personal information you share. Consider advertising without using your photograph, home phone number and/or home address in the newspaper or on business cards. Don't use your full name with middle name or initial. Use your office address—or list no address at all. Giving out too much of the wrong information can make you a target.

Open house safety

Open house: it ain't over till it's over. Don't assume that everyone has left the premises at the end of an open house. Check all of the rooms and the backyard prior to locking the doors. Be prepared to defend yourself, if necessary.

Stranger danger

Tell your clients not to show their home by themselves. Alert them that not all agents, buyers and sellers are who they say they are. Predators come in all shapes and sizes.



Block identity theft

Contact the fraud department of any of the three consumer reporting companies—Equifax®, ExperianSM and Trans Union®—to place a fraud alert on your credit report. The fraud alert automatically lets credit card companies and other creditors know they must contact you before opening any new accounts or making any changes to your existing accounts.

Pick up some self-defense skills

The best way to find a good self-defense class is to learn what is available, and then make a decision. Many health clubs, martial arts studios and community colleges offer some type of class. You can also ask your peers, friends and family if they have taken a self-defense class that they would recommend.

"Who's calling?"

Install caller I.D. on your telephone, which should automatically reject calls from numbers that have been blocked. This will provide you with immediate information about the source of the call.



GRAND JUNCTION AREA REALTOR® ASSOCIATION COMMITTEES

AFFILIATE COUNCIL

A liaison committee for the benefit of REALTORS® and member mortgage lenders, home builders, and other associated industries: 1) act as a conduit for timely distribution of information, 2) assist in providing education on topics that are relevant to the practices of real estate and mortgage lending, and 3) encourage communication among real estate related industries in order to foster improved working relationships. Programs: REALTOR® Fun Day, Education Programs for REALTORS®, The Big Give for the Salvation Army with food drives and toy drives.

BUILDING COMMITTEE

This Committee is charged with ensuring the property and building structure owned and operated by the association is maintained to the best and highest standard.

EDUCATION

To develop and work towards encouraging professionalism in the real estate industry through education of members in cooperation with our National, and State Education programs. Provide and promote professional designations through the State and National Associations.

MULTIPLE LISTING SERVICE COMMITTEE

To develop and establish quality controls and standards for access to database offered to all associates. To eliminate any practices which could be damaging to the public or bring discredit to the Grand Junction Area REALTOR® Association.

MEMBER SERVICES

To foster new ideas for membership development and membership value. To listen and deliver services which will enhance enjoyment and make membership of our association a great experience.

GOVERNMENTAL AFFAIRS

The Governmental Affairs Committee is charged with furnishing information from the State to the local REALTORS®. This applies while the legislature is in session. They interview candidates and work on governmental issues to protect private property rights.

AMGD (Associated Members for Growth & Development)

This is a committee that involves the REALTORS®, HBA, WCCA, and other interested people in various jobs and the City Council and County Commissioners often take part.

PUBLIC RELATIONS

To provide to the public what and who REALTORS® are. Involve our membership in events to promote our professionalism. Promote the REALTOR® image with the public through different means of advertising, seminars for the public on housing opportunities and community involvement.

REALTOR® POLITICAL ACTION COMMITTEE (RPAC)

RPAC is a business decision. RPAC raises funds to fight threats to private property rights.

RPAC is a way to develop relationships with lawmakers. New sources of money have entered the political arena since the Citizens United ruling in 2010, which allows unlimited independent political spending by individuals, unions, and corporations. This makes RPAC more important than ever. So when bills come up, REALTORS® have a seat at the table.

YPN (Young Professionals Network)

YPN is a member-driven organization that helps young real estate professionals excel in their careers by giving them the tools and encouragement to become involved in four core areas:

REALTOR® Associations. Attend REALTOR® conferences and pursue leadership roles with their local, state, and national associations.

Real Estate Industry. Take an active role in policy discussions and advocacy issues; be informed about the latest industry news and trends.

Peers. Network and learn from one another by attending events, participating in online communications, and seeking out mentoring opportunities.

Community. Become exceptional members of their community by setting a high level of REALTOR® professionalism and volunteering for causes they feel passionate about.



Sherman Anti Trust Act

The Sherman Antitrust is a landmark federal statute in the history of United States antitrust law (or "competition law") passed by Congress in 1890 under the presidency of Benjamin Harrison. It allowed certain business activities that federal government regulators deem to be competitive, and recommended the federal government to investigate and pursue trusts.

In the general sense, a trust is a centuries-old legal arrangement whereby one party conveys property to a trustee to hold for a beneficiary. These are commonly used to hold inheritances for the benefit of children, for example. The specific sense from 19th-century America used in the law refers to a type of trust which combines several large businesses for monopolistic purposes - to exert complete control over a market - though the law addresses monopolistic practices even if they have nothing to do with this specific legal arrangement. In most countries outside the United States, antitrust law is known as "competition law".

The law attempts to prevent the artificial raising of prices by restriction of trade or supply. "Innocent monopoly", or monopoly achieved solely by merit, is perfectly legal, but acts by a monopolist to artificially preserve that status, or nefarious dealings to create a monopoly, are not. The purpose of the Sherman Act is not to protect competitors from harm from legitimately successful businesses, nor to prevent businesses from gaining honest profits from consumers, but rather to preserve a competitive marketplace to protect consumers from abuses.



Over time, the act has also been used more broadly, to oppose the combination of entities that could potentially harm competition, such as monopolies or cartels.



Antitrust Quiz

1. Two competitors in my market asked me to cooperate with them in setting a "standard" commission for the area. I refused, but subsequently started charging the same rate that my competitors suggested. Because I didn't overtly agree to participate in price fixing, I am not part of a conspiracy.

True or False

2. Even though my salespeople are independent contractors, I may establish the commission rate for my company and require salespeople to charge that rate.

True or False

3. Brokers who agree not to cooperate with another company, such as by not showing that company's listings, do not violate antitrust laws if they enter into that agreement because they consider the company's aggressive "high-tech" marketing techniques to be unethical.

True or False

4. The best way to persuade sellers that they should enter into an exclusive-right-to-sell agreement with you is to tell them that MLS members have an "informal understanding" to show buyers exclusive-right-to-sell listings first.

True or False

5. My company benefits from MLS participation, but we don't want to pay a cooperative commission split to real estate companies that offer only nominal compensation on their listings, which we think they include simply so that their listings are shown on REALTOR.com and other public real estate Web sites. But if we decide to offer them the same amount of compensation that they offer us, we'll be breaking the law.

True or False

6. Antitrust price-fixing rules do not allow a real estate company to engage in a public advertising campaign that highlights the commission rate it charges to consumers.

True or False

7. Classified and display advertising rates in a local newspaper have increased substantially, which hurts all the real estate companies in town. Yet, no company is willing to stop advertising for fear of losing clients and customers to their competitors who continue to advertise at the high rates. To pressure the newspaper to reduce rates, which would benefit the companies and consumers, the real estate companies may agree that they will stop advertising unless and until the paper complies.

True or False

8. If one of my salespeople participates in a price-fixing discussion, my company can be held liable — even if I have no personal knowledge of the salesperson's conduct.

True or False

MLS Status Definitions

ACTIVE (A - Active) Available for sale. Agent must have an Exclusive Right to Sell or an Exclusive Agency Agreement signed with the Seller. Listing must be entered into the MLS within 48 hours of the effective date listed on the listing agreement.

PENDING (U - Under Contract) There is a mutually executed contract to buy and sell real estate on the property, subject to the standard predefined contract contingencies. The seller may continue to allow showings and take additional offers.

PENDING (TBO - Taking Back Up Offers) There is a mutually executed contract to buy and sell real estate, and the seller wants to continue to show the property in order to secure potential back up offers. Call the listing agent to find out where it is in the process in order to help buyers determine if they want to see the property.

PENDING (M - Contingent) There is a mutually executed contract to buy and sell real estate, and there are contingencies outside the preprinted contingencies in the CREC Contract (i.e. property is contingent upon the sale of another property, or there is a first right of refusal in the contract). Once these contingencies are removed, according to the contract, the listing agent is required to change the status to U - Under Contract, within 24 hours.

SOLD (S - Sold) Final Closing information needs to be entered into the MLS system within 24 business hours after closing has taken place. Responsibility to ensure accurate and timely info is put into the MLS is on the listing agent.

WITHDRAWN (W - Withdrawn/Canceled) Contract has been fully released and there is no obligation from the seller to listing broker for any payment or commission.

WITHDRAWN (T - Temporarily Off Market) Seller does not want to show their property for a predetermined period of time, and may still want to put their listing back on the market at a later date. The listing agreement is still in place, and the listing will remain in the MLS until it reaches the expiration date. The listing may become active again during this period.

EXPIRED (X - Expired) Listing filed with the MLS will automatically be removed from the compilation of current listings on expiration date specified in the listing agreement. Expiration dates may be extended in the MLS so long as the listing agreement is extended with the seller prior to the date being changed in the MLS.

RENTED (R - Rented) Property has been removed from the compilation of current listings after being rented. Listings must be put into this category within 24 business hours of being rented. Responsibility to ensure accurate and timely info is put into the MLS is on the listing agent.



GJARA Area Boundaries Descriptions

1 (CITY) 23 Road East and South of F Road (Patterson) Hwy 6 & 50 to 29 Road and North of Colorado River.

2 (NORTH) 24 Road East to 28 42 Road North of F Road

3 (NORTHEAST) 28 % Road North of F Road to 32 Road & 29 Road South of F Road to 32 Road & North of Business Loop

4 (SOUTHEAST) South of Business Loop to River between 29 Road & Westside of 32 Road

5 (CLIFTON) East side of 32 Road to 35 Road North of Colorado River

6 (ORCHARD MESA) South of Colorado River & North of Gunnison River to 32 Road

7 (REDLANDS) South of Colorado River & West of Gunnison River

8(FRUITA) 16 Road East to 20 Road & South to I Road & North of Colorado River

9(WEST) 8 Road West to State Line

10 (EAST ORCHARD MESA) 32 Road East and South of Colorado River

11 (PALISADE) 35 Road East and North of Colorado River

12(COLIBRAN/MESA/MOLINA/VEGA)

13 (NORTHWEST) 20 Road East to 24 Road North of Hwy 6 & 50 & North of Colorado River East of 23 Road

14 (OUTSIDE MESA COUNTY)

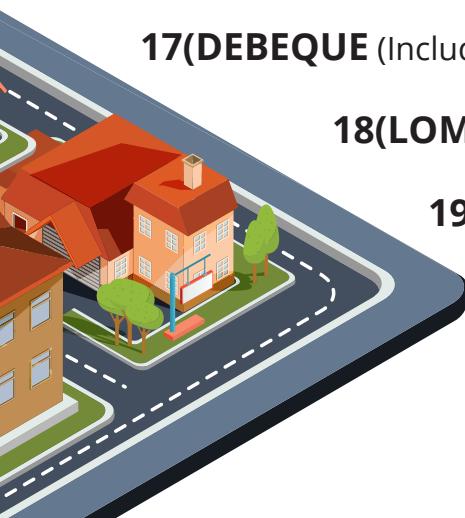
15 (GLADE PARK)

16 (WHITEWATER/GATEWAY)

17(DEBEQUE (Includes De-Beque Cutoff)

18(LOMA) 10 12 Road East to 16 Road Westside & North of Colorado River

19 (MACK) 8 Road East to 10 12 Road Westside & North of Colorado River



FAIR HOUSING FOR ALL

BEFORE THE
FAIR HOUSING ACT

THE HISTORY OF FAIR HOUSING RIGHTS

NAR firmly believes in equal opportunity in housing. No person of this country should have the right to rent or purchase shelter of choice abridged because of race, color, religion, sex, handicap, familial status, national origin, sexual orientation or gender identity. Furthermore, these rights should not be limited because of existing or desired ethnic, racial or religious proportions in any defined area.



EQUAL
HOUSING
OPPORTUNITY



1789

Private Property Rights

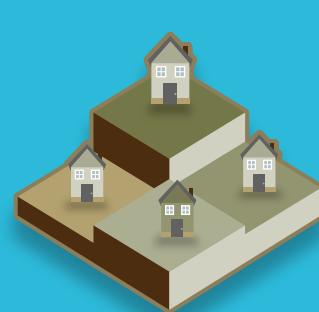
5th Amendment to the Constitution protects property rights. Slavery, court cases and legislation denied these rights to African Americans, Latinos, Asian Americans and other minorities.



1866

The Civil Rights Act of 1866

Provides that all citizens have the same rights to real property as white citizens. Court cases, immigration laws and racially defined zoning deny those rights.



1917

Racial Zoning Outlawed

The Supreme Court voids zoning based on race. Property owners, real estate interests and local governments employ deed restrictions based on race and religion. Laws and practices continue to deny property rights based on race.



1948

Restrictive Covenants Not Enforceable

The Supreme Court ends federal court enforcement of racially restrictive covenants. A growing fair housing movement passes first fair housing laws in New York City and Colorado in the 1950s.

1968 FAIR HOUSING ACT



NATIONAL
ASSOCIATION of
REALTORS®



CODE of ETHICS and STANDARDS of PRACTICE

NATIONAL ASSOCIATION OF REALTORS®

DUTIES TO CLIENTS AND CUSTOMERS

ARTICLE 1

When representing a buyer, seller, landlord, tenant, or other client as an agent, REALTORS® pledge themselves to protect and promote the interests of their client. This obligation to the client is primary, but it does not relieve REALTORS® of their obligation to treat all parties honestly. When serving a buyer, seller, landlord, tenant or other party in a non-agency capacity, REALTORS® remain obligated to treat all parties honestly.

ARTICLE 2

REALTORS® shall avoid exaggeration, misrepresentation, or concealment of pertinent facts relating to the property or the transaction. REALTORS® shall not, however, be obligated to discover latent defects in the property, to advise on matters outside the scope of their real estate license, or to disclose facts which are confidential under the scope of agency or non-agency relationships as defined by state law.

ARTICLE 3

REALTORS® shall cooperate with other brokers except when cooperation is not in the client's best interest. The obligation to cooperate does not include the obligation to share commissions, fees, or to otherwise compensate another broker.

ARTICLE 4

REALTORS® shall not acquire an interest in or buy or present offers from themselves, any member of their immediate families, their firms or any member thereof, or any entities in which they have any ownership interest, any real property without making their true position known to the owner or the owner's agent or broker. In selling property they own, or in which they have any interest, REALTORS® shall reveal their ownership or interest in writing to the purchaser or the purchaser's representative.

ARTICLE 5

REALTORS® shall not undertake to provide professional services concerning a property or its

value where they have a present or contemplated interest unless such interest is specifically disclosed to all affected parties.

ARTICLE 6

REALTORS® shall not accept any commission, rebate, or profit on expenditures made for their client, without the client's knowledge and consent.

When recommending real estate products or services (e.g., homeowner's insurance, warranty programs, mortgage financing, title insurance, etc.), REALTORS® shall disclose to the client or customer to whom the recommendation is made any financial benefits or fees, other than real estate referral fees, the REALTOR® or REALTOR®'s firm may receive as a direct result of such recommendation.

ARTICLE 7

In a transaction, REALTORS® shall not accept compensation from more than one party, even if permitted by law, without disclosure to all parties

and the informed consent of the REALTOR®'s client or clients.

ARTICLE 8

REALTORS® shall keep in a special account in an appropriate financial institution, separated from their own funds, monies coming into their possession in trust for other persons, such as escrows, trust funds, clients' monies, and other like items.

ARTICLE 9

REALTORS®, for the protection of all parties, shall assure whenever possible that all agreements related to real estate transactions including, but not limited to, listing and representation agreements, purchase contracts, and leases are in writing in clear and understandable language expressing the specific terms, conditions, obligations and commitments of the parties. A copy of each agreement shall be furnished to each party to such agreements upon their signing or initialing.

ARTICLE 10

REALTORS® shall not deny equal professional services to any person for reasons of race, color, religion, sex, handicap, familial status, national origin, sexual orientation, or gender identity. REALTORS® shall not be parties to any plan or agreement to discriminate against a person or persons on the basis of race, color, religion, sex, handicap, familial status, national origin, sexual orientation, or gender identity.

REALTORS®, in their real estate employment practices, shall not discriminate against any person or persons on the basis of race, color, religion, sex, handicap, familial status, national origin, sexual orientation, or gender identity.

ARTICLE 11

The services which REALTORS® provide to their clients and customers shall conform to the standards of practice and competence which are reasonably expected in the specific real estate disciplines in which they engage; specifically, residential real estate brokerage, real property management, commercial and industrial real estate brokerage, land brokerage, real estate appraisal, real estate counseling, real estate syndication, real estate auction, and international real estate.

REALTORS® shall not undertake to provide specialized professional services concerning a type of property or service that is outside their field of competence unless they engage the assistance of one who is competent on such types of property or service, or unless the facts are fully

disclosed to the client. Any persons engaged to provide such assistance shall be so identified to the client and their contribution to the assignment should be set forth.

ARTICLE 12

REALTORS® shall be honest and truthful in their real estate communications and shall present a true picture in their advertising, marketing, and other representations.

REALTORS® shall ensure that their status as real estate professionals is readily apparent in their advertising, marketing, and other representations, and that the recipients of all real estate communications are, or have been, notified that those communications are from a real estate professional.

ARTICLE 13

REALTORS® shall not engage in activities that constitute the unauthorized practice of law and shall recommend that legal counsel be obtained when the interest of any party to the transaction requires it.

ARTICLE 14

If charged with unethical practice or asked to present evidence or to cooperate in any other way, in any professional standards proceeding or investigation, REALTORS® shall place all pertinent facts before the proper tribunals of the Member Board or affiliated institute, society, or council in which membership is held and shall take no action to disrupt or obstruct such processes.

ARTICLE 15

REALTORS® shall not knowingly or recklessly make false or misleading statements about other real estate professionals, their businesses, or their business practices.

ARTICLE 16

REALTORS® shall not engage in any practice or take any action inconsistent with exclusive representation

or exclusive brokerage relationship agreements that other REALTORS® have with clients.

ARTICLE 17

In the event of contractual disputes or specific non-contractual disputes as defined in Standard of Practice 17-4 between REALTORS® (principals) associated with different firms, arising out of their relationship as REALTORS®, the REALTORS® shall mediate the dispute if the Board requires its

members to mediate. If the dispute is not resolved through mediation, or if mediation is not required, REALTORS® shall submit the dispute to arbitration in accordance with the policies of the Board rather than litigate the matter.

In the event clients of REALTORS® wish to mediate or arbitrate contractual disputes arising out of real estate transactions, REALTORS® shall mediate or arbitrate those disputes in accordance with the policies of the Board, provided the clients agree to be bound by any resulting agreement or

award. The obligation to participate in mediation and arbitration contemplated by this Article includes the obligation of REALTORS® (principals) to cause their firms to mediate and arbitrate and be bound by any resulting agreement or award.



NATIONAL
ASSOCIATION of
REALTORS®



IMPORTANT CONTACTS

Real Estate industry/licenses questions:

Department of Regulatory Agencies
1560 Broadway, Suite 110
Denver, CO 80202

Division of Real Estate
1560 Broadway, Suite 925
Denver, CO 80202
303.894.2166
dora_realestate_website@state.co.us

NATIONAL ASSOCIATION OF REALTORS®

430 N. Michigan Ave
Chicago, IL 60611-4087
800.874.6500

COLORADO ASSOCIATION OF REALTORS®

309 Inverness Way South
Englewood, CO 80112-5818
303.790.7099 / 800.944.6550

GRAND JUNCTION AREA REALTOR(S)® ASSOCIATION

2743 Crossroads Blvd.
Grand Junction CO 81506
970.243.3322

AFTER HOURS EMERGENCY ASSISTANCE 970.639.0410

SUPRA UNITED TECHNOLOGIES

Supra is the company that provides lockboxes and access systems to those boxes on private property listings. Once you set up your account with the association, you will be billed annually or monthly depending on the plan you have chosen.

For technical support from SUPRA call 877.699.6787.