

2013 NCAR COMMITTEE REQUEST FORM
DEADLINE FOR SUBMITTING REQUEST—AUGUST 31, 2012

Committee members are NOT automatically considered for reappointment. Members currently serving on a committee, whose term expires in 2012, MUST submit a new request by August 31, 2012, to be considered for service in 2013 (unless completing 2 or 3 year appointments on the Bylaws or Professional Standards committees.)

Submit your 2013 Committee request by indicating your first, second and third committee choice below. If you select only 1 committee and are not selected for that committee, you will not be contacted further.

- Bylaws Committee (2 year term).** Oversees the NCAR bylaws that govern the Association.
- Equal Opportunity and Cultural Diversity Committee (1 year term):** Develop programs and recommend policies to help manage risk in the area of housing discrimination and to help provide equal professional services to all.
- Information Management Advisory Group*(1 year term):** Seeks ways to reflect and anticipate the communication needs of membership by exploring and considering ways to promote the use and increase the emphasis of electronic media.
- Legislative Committee (1 year term):** Monitors legislation and agency regulatory issues that affect the real estate industry, and builds an effective grass root network to achieve NCAR's legislative and political goals.
Please note if, in 2013, you will be a: ___FPC ___RPAC Trustee ___Local Legislative or RPAC Chair
- Professional Standards Committee (3 year term):** Responsible for promoting REALTOR® adherence to the Code of Ethics and maintaining the Grievance and Professional Standards hearing process.
- Risk Management Advisory Group*(1 year term):** Identifies current and potential areas of liability to REALTORS® to assist in managing the risks of doing business.

**Advisory groups meet only as needed to conduct business as required by the NCAR President, Executive Committee or Directors.*

- Forms Committee (1 year term):** Reviews and develops the standard residential real estate forms used by REALTORS®.

IMPORTANT: Service on this Committee is from July 1 to June 30. If selected to serve on the Forms Committee, YOUR TERM WILL BEGIN JULY 1, 2013 AND END ON JUNE 30, 2014. This committee meets approximately 10 times a year in Greensboro thus requiring an extensive time commitment.

- REALTOR® Partners Committee** (1 year term)– Responsible for identifying and recommending potential Partners to the Service Corporation. **Members of this committee are selected by the NCAR Service Corporation President.**

Please **Print clearly** all information below

Name: _____

Board: _____

E-MAIL _____

- Graduate of the NCAR or NAR Leadership Academy? Yes _____ Year _____
- I have been a NCAR member for _____ years

RETURN FORM NO LATER THAN AUGUST 31

Committee selection will be finalized in October—members will be notified by November 15 of their appointment

Send To: Donna Peterson at dpeterson@ncrealtors.org OR FAX: 336-299-7872

IMPORTANT— Members are required to sign this Volunteer Service Statement to serve on any NCAR Committee, Task Force, or Advisory Group. Please sign the Statement below and return a copy to NCAR with your 2013 Committee preference.

Dear NCAR Volunteer:

As a volunteer member of a committee, task force, advisory group or other similar body for the North Carolina Association of REALTORS®, Inc. (NCAR), assisting in NCAR's mission to enhance the ability of our members to be successful, you have special responsibilities. You also may be exposed to certain confidential information related to NCAR. Therefore, it is important that you acknowledge and agree to the following:

1. You will maintain in confidence and not disclose or cause to be disclosed to anyone, other than NCAR, any information designated prior to or during deliberation as confidential by NCAR in NCAR's sole discretion. You will keep any materials containing confidential information in a safe and secure place to protect against inadvertent disclosure. You will preserve confidential information indefinitely, even after expiration of your service. Upon expiration of your service, you will promptly return to NCAR staff, upon request, any materials containing confidential information that you have been sent or acquired relating to your work for NCAR. This does not mean that all committee, task force or advisory group discussions are confidential; only those discussions designated in the manner set forth above are confidential. For example, assume that the Administrative Committee, during its search for an EVP, designates the deliberations as "confidential," to preserve the integrity of the search. It would be a violation of this condition for members of the Committee to disclose such deliberations to anyone outside the Committee or except as may be required for the conduct of the Committee's business.
2. Any material developed by the committee, task force or advisory group on which you serve will be the property of NCAR, and you hereby assign to NCAR all right in and to any such material, including copyrights and other proprietary interests. For example, assume that you serve on the NCAR Forms Committee, which produces a new or revised NCAR standard form. The form is the property of NCAR.
3. You will refer all news media requests seeking interviews with or comment from you as a representative of NCAR to the NCAR Executive Vice President or her designee, who is responsible for providing prompt response to those inquiries. You may not speak to the media on behalf of NCAR unless you have secured the prior, express permission of the EVP or his designee. Please note: This does not restrict you from talking to the media in your capacity as an individual REALTOR®.

Any person serving NCAR in an elected or appointed position must sign this service statement prior to serving. Therefore, please sign this letter and send it back to the undersigned as soon as possible to confirm your acceptance of these conditions.

Thank you very much for your cooperation and your continuing work and dedication to NCAR.

Sincerely,

REALTOR® Patrice Willetts
2013 President

Agreed to by:

(Signature)

(Print Name)

(Date)