**Board of REALTORS®
address**

**Acknowledgement of Virtual Grievance Committee Meeting
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**In the matter of:**

\_\_\_\_\_\_\_\_Complainant(s)

 vs.

\_\_\_\_\_\_\_\_\_ Respondent(s)

In accordance with the National Association of REALTORS® Code of Ethics Manual, this Grievance Committee meeting I being conducted in and a virtual/electronic setting.

My signing this document, I acknowledge the following:

1. \_\_\_\_ I acknowledge and understand this meeting is presented in a virtual/electronic setting;
2. \_\_\_\_ I acknowledge that I will have my camera and microphone available and on at all times;
3. \_\_\_\_ I acknowledge that I will devote my attention to the matter being discussed;
4. \_\_\_\_ I acknowledge that I am in a private setting and that no other person is able to view or hear this meeting;
5. \_\_\_\_ I acknowledge that I am prohibited from recording, posting, or otherwise sharing this meeting by any means or methods;
6. \_\_\_\_ I acknowledge that this is a confidential process;
7. \_\_\_\_ I acknowledge that as a participant in in this process, I have an obligation to maintain and protect the confidentiality of the proceedings and deliberations before, during, and after its determinations.
8. \_\_\_\_ I acknowledge that I shall not discuss the proceedings and/or deliberations with any person(s) except as required by the Board of Directors, the bylaw provisions of the Board, or by law as may be required.
9. \_\_\_\_ I acknowledge that any unauthorized disclosure or dissemination of the allegations, findings, or decisions of any proceedings could result in a violation of Article 14 of the Code of Ethics.

***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. (Amended 1/99)*

***• Standard of Practice 14-2***

 *Realtors® shall not make any unauthorized disclosure or dissemination of the allegations, findings, or decision developed in connection with an ethics hearing or appeal or in connection with an arbitration hearing or procedural review. (Amended 1/92)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature