

**Appendix to *Model Bylaws for Local Member Boards*
Cooperative Enforcement of the Code of Ethics Provision**

Effective January 1, 1997, each REALTOR® Board/Association must certify that it has implemented the following policy concerning the cooperative enforcement of the Code of Ethics. The National Association's Professional Standards Committee adopted Policy Statement 40 in November, 1995, which provides:

To ensure fair, impartial and knowledgeable enforcement of the Code of Ethics (including arbitration) there must be adequately large groups of knowledgeable, trained REALTORS® and REALTOR-ASSOCIATE®s from which the necessary committees and tribunals can be appointed. To this end, Boards and Associations are encouraged to immediately begin efforts to enter into cooperative enforcement agreements to ensure Boards and/or Associations have an aggregate total of at least two hundred (200) primary REALTOR® and/or REALTOR-ASSOCIATE® members from which to compose hearing panels. It is recommended but not required that representation/ participation in any multi-board regional cooperative enforcement agreement be on a pro-rata basis. These standards shall become mandatory effective January 1, 1997.

Please complete this form to certify that the _____ Board/Association of REALTORS® has read this statement and has taken the appropriate actions to implement the policy.

If the board/association does not have an aggregate total of at least 200 primary REALTOR® and/or REALTOR-ASSOCIATE® members from which to compose hearing panels, it shall:

1. enter into a cooperative enforcement agreement with another board(s) (for additional information, please refer to Appendix VI to Part Four and sample forms E#19 and A#19 in the *Code of Ethics and Arbitration Manual* of the National Association)
2. amend Article VII of its Board Bylaws (adopt optional Section 3 of Article VII - Professional Standards and Arbitration, *Model Bylaws* [1997])
3. submit this certification form to the National Association for inclusion in the board/association file

If the board/association has an aggregate total of at least 200 primary REALTOR® and/or REALTOR-ASSOCIATE® members from which to compose hearing panels, it shall notify the National Association of this fact by submitting this certification form to the Member Policy Department.

CHECK the appropriate box below and have the board/association president or executive officer sign this form to certify adoption.
SEND this form to: Member Policy Department, National Association of REALTORS®; 430 N. Michigan Avenue; Chicago, Illinois 60611.

The _____ Board/Association has entered into a cooperative enforcement agreement with the _____ Board(s) (attach list of boards, if necessary), and has adopted the optional Section 3 from Article VII of the NAR *Model Bylaws for Local Member Boards* into its Board Bylaws to reinforce this agreement.

OR

The _____ Board/Association has over 200 primary REALTOR® and/or REALTOR-ASSOCIATE® members and is not required to adopt optional Section 3 from Article VII of the NAR *Model Bylaws for Local Member Boards*.

President/Executive Officer's Name (sign)

Date

President/Executive Officer's Name (print)

Date