

Winter, 2016/2017 - In This Issue:



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## A QUESTION FOR THE BROKER

J. Nicholas D'Ambrosia

**Question:** Can I purchase directly from a home builder without it being a referral?

**Answer:** We cannot require ANY licensee to use the company where their license hangs when they buy or sell personal homes (residence or investment) UNLESS

- ~ They are using company resources (forms, MLS, etc.)
- ~ They are receiving some kind of compensation

**Question:** As a Metro Referral Associate, can I sit at Open Houses?

**Answer:** That is not allowed by Metro rules! Metro agents are ONLY allowed to give names and contact information for prospective buyers and sellers and share in the referral fee that Metro receives. Besides, you are only licensed to sit Metro listings...and Metro has none.

## \*\*\*METRO REFERRAL ASSOCIATES REFERRAL FEE UPDATE\*\*\*

Please remember that our first preference is to place referrals on your behalf. If you chose to place your referrals directly to a Long and Foster receiving agent or broker the suggested minimum referral fee is **30%**. If the receiving agent does not agree with this referral fee please let Metro Referral Associates know and the referral will be placed by our office. In addition, please send ALL Customer/Client Referral Forms directly to Metro Referral Associates for tracking purposes, to obtain receiving agent/broker signatures and for payment purposes.

## CONTINUING EDUCATION CONNECTION

CE courses are available for ALL 50 states and Washington, DC at:

<https://longandfoster.theceshop.com/online-education/virginia/real-estate/sales-license/continuing-education/courses.html>

Use LF20 at checkout for a 20% discount



## QUESTIONS FROM METRO REFERRAL ASSOCIATES

**Question:** How do I advertise myself as a Metro Referral Associate?

**Answer:**



DO	DO NOT
Advertise yourself as a Metro Referrals Agent.	Advertise yourself as a "Long & Foster Referral agent". There is no such thing. Metro Referrals and L&F are two separate brokerages.
Use your name as registered on your license.	Use a nickname that is not registered on your license.
Refer to yourself as a Referral Agent, Referral Associate, Real Estate Referral Agent or any such generic term.	Refer to yourself as a REALTOR® or use the REALTOR® logo next to your name.
Use the Metro Referrals logo. (optional, contact us for details).	Use L&F's logo, Metro Referrals is not L&F.
Use the Equal Opportunity Logo (optional)	Use the REALTOR® logo.
Use your contact phone number	Use your phone number without also using ours
Make phone calls to people you know	Make phone calls to people you don't know (cold calls)
Explain your role as a referral agent to your customer.	Leave your customer confused as to why they are hearing from another agent beside yourself.
Tell your customer you have an active license so you can still help them by referring them to a trusted full-time agent.	Tell you customer you have an inactive license. An inactive license cannot earn referral fees or hang with Metro Referrals.
Send any promotional material to Metro Referrals main office for approval, first!	Advertise yourself incorrectly or you will be asked to discontinue use of your material.

**Good Rule of Thumb:** If your name and number are shown, then our company name and number **MUST** be shown too. It's the law.

**\*\*Notice to New Jersey agents with a "Referral Agent" license type: Advertising your services is strictly limited to verbal promotion and handing out business cards.\*\***

## REAL ESTATE COMMISSION UPDATES & REMINDERS:



### License Expirations for 2017

ALL Real Estate Licenses in DC, NJ and West Virginia expire this year. Please be sure your continuing education is complete, if required, before your expiration date. Reinstating an expired license is costly. Keep an eye out in your mail for further information regarding renewal procedures as your renewal date approaches. Contact your state's real estate commission or an approved continuing education provider for more information on approved and required hours/courses.

State	Expiration Date	Hours of CE	Real Estate Commission
DC	08/31/2017 - Salespersons	15	888-204-6192
DC	02/28/2017 - Associate Brokers	15	888-204-6192
NJ	06/30/2017 - NJ Agents	0	609-292-7053
WV	06/30/2017 - Agents	7	304-558-3555

## CONGRATULATIONS TO THE TOP PRODUCER FOR 2016

### Glenn Witucki

Special accolades to Glenn Witucki for 8 closed referrals for 2016. Metro Referral agents have settled referrals ranging in sales prices from \$10, 500.00 to over \$1,999,999.00. The single highest referral fee was \$11,339.37! 2016 was a great year for referrals!

Congratulations to all of the referral agents who worked so hard this year to get referrals!

As a reminder, the referral policy states that after your first two referrals you will be paid 70% on all future referrals as long as you meet the minimum criteria: the referral fee must be at least 25% and the referral agent must have one settled referral per calendar year. The only exception is when you refer yourself to buy or sell your own property. Referral agents will always receive 70% on those referrals.

LOOK FOR INFORMATION REGARDING THE REFERRAL CONTEST WITHIN THE UPCOMING MONTHS!

