



KENTUCKY ASSOCIATION OF
REALTORS[®]

161 Prosperous Place • Suite 100
Lexington, KY 40509
859.263.7377 • 800.264.2185
Fax 859.263.7565 • www.kar.com

TO: Kentucky Real Estate Commissioner Applicant

FROM: Susan W. Helm, RCE, Executive Vice President

RE: Real Estate Commissioner - Application Form

Thank you for your interest in serving as a Real Estate Commissioner for the Commonwealth of Kentucky. Enclosed are the following items:

- KREC Selection Application Form
- Requirements for Commissioner
- Commonwealth of Kentucky Information For Boards and Commissions

Please complete the **Application Form** and attach a copy of your resume. Also complete the **Commonwealth of Kentucky Information For Boards and Commissions** and return BOTH forms along with your resume to the Kentucky Association of REALTORS. The two completed forms, with your resume attached, are due at KAR headquarters no later than July 23, 2010.

The Requirements for Commissioner document is for your reference only and provides additional information regarding the statutory requirements of the position and the primary duties of a Commissioner.

The candidate interviews are scheduled for Friday, August 13, 2010 in Lexington. Upon receipt of your completed application packet, KAR will contact you to set up your appointment time for the 13th. Should you have any questions or require any additional information, please contact Julie Johnson by e-mail (jjohnson@kar.org) or at 800-264-2185.



**KREC SELECTION APPLICATION FORM
FOR SELECTION AS A NOMINEE TO THE GOVERNOR OF KENTUCKY FOR
APPOINTMENT TO
THE KENTUCKY REAL ESTATE COMMISSION**

**NAMES OF APPLICANTS ARE CONFIDENTIAL EXCEPT TO KREC SLECTION
COMMITTEE MEMBERS AND KAR STAFF AS NECESSARY**

DEADLINE TO SUBMIT YOUR NOMINATION IS July 23, 2010

**TO: KREC Selection, Kentucky Association of REALTORS®, 161 Prosperous Place
Lexington, KY 40509**

**Along with your KREC SELECTION APPLICATION FORM, please complete and return
COMMONWEALTH OF KENTUCKY INFORMATION FOR BOARDS AND
COMMISSIONS. Completion of this form is required by the Governor's Office.**

*PLEASE PRINT OR TYPE APPLICATION *** PLEASE SUBMIT PHOTO*

Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Office Phone: Home or Cell Phone: _____

Email address: _____

PART ONE: STATUTORY REQUIREMENTS

1. How long have you been a resident of the Commonwealth of Kentucky? _____ years
2. When were you issued a Kentucky sales associate license? _____ (mm/dd/yyyy)
3. When were you issued a Kentucky brokers license? _____ (mm/dd/yyyy)
4. Have you ever escrowed your license? _____ If yes, when? From _____ to _____
5. Has your real estate sales associate or brokers license ever been suspended? _____
6. If yes, please ATTACH a copy of the order of suspension.
7. Have you ever served as a Kentucky real estate commissioner? If yes, when? _____
8. State your political affiliation for the past three (3) years. _____
9. Have you ever entered a plea of guilty to, or been found guilty of, a felony in which fraud is an essential element or to any crime involving moral turpitude? _____
10. If yes, ATTACH a copy of the court order or judgment of conviction.
11. If yes, has the time for appeal lapsed or the judgment or conviction been affirmed? _____

Background:

18. Please identify each of your affiliations with professional organizations: _____

19. Have you volunteered for any non-profit organizations whose goal is, at least in part, to enhance the quality or availability of housing to consumers? Circle one: YES / NO If yes, identify the organization and describe your participation.

20. Are you certified in any real estate specialties? _____

21. Identify any honors you have received for your work as a real estate professional. _____

22. Please describe anything else in your background or experience that particularly qualifies you for appointment to the Kentucky Real Estate Commission.

23. Have you ever been found in violation of the code of ethics of any organization, whether private or public? Circle on: YES / NO If yes, give a full explanation. _____

The KENTUCKY ASSOCIATION OF REALTORS® offers an equal opportunity to all applicants for appointment to the Kentucky Real Estate Commission and does not discriminate on the basis of familial status, race, color, religion, national origin, sex, age forty (40) and over, or because of the person's status as a qualified individual with a disability.

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TO:
KREC Selection
Kentucky Association of REALTORS®
161 Prosperous Place
Lexington, KY 40509

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PART TWO: QUALIFICATIONS

The Kentucky Supreme Court has held that the role of the Kentucky Association of REALTORS® is to see that nominees to the Governor for appointment to the Kentucky Real Estate Commission "are qualified by interest, experience, and background." Therefore, the following questions are designed to determine your interest in being a real estate commissioner, your experience that may qualify you for the post and your overall background. YOU NEED NOT HAVE EVER BEEN A MEMBER OF THE KENTUCKY ASSOCIATION OF REALTORS® TO QUALIFY FOR NOMINATION.

Interest:

12. Please state why you desire an appointment to the Kentucky Real Estate Commission. (Use a separate page(s) if necessary):

13. What would be your first priority as a real estate commissioner? _____

14. What do you believe to be the biggest problem yet to be solved at the Kentucky Real Estate Commission? _____

Experience:

15. What experience do you possess that makes you particularly qualified to be a Kentucky real estate commissioner? _____

16. Other than your company, have you served as an officer or on the board of directors of any organization? Circle one: YES / NO If yes, identify the boards and briefly describe your experience with them.

17. Have you ever held any government position whether by appointment, election or employment?

Requirements for Commissioner of Kentucky Real Estate Commission

Number of Commission Members: 5 (four of which must be active real estate licensees and one is a consumer member)

License Status: Must have held an active real estate license for at least ten (10) years and currently and for the duration of their terms as Commissioner be actively licensed in the state of Kentucky

Residential Status: Must have been a resident of Kentucky for at least ten (10) years

Term of Office: 4 years

Term limits: No Commissioner shall serve more than two (2) consecutive terms.

Political Status: There shall not be more than three (3) of any one (1) political party serving on the Commission at the same time.

Primary duties: Attend monthly Commission meetings, which are primarily held in the offices of the Kentucky Real Estate Commission in Louisville, Kentucky. Preparation for the monthly meetings will consist of approximately eight to ten hours of reading agendas and legal cases. Commissioner should have a thorough understanding of all of the Kentucky Revised Statutes, Chapter 324 and Title 201 of the Kentucky Administrative Regulations. Commissioners oversee applicant hearings, approve continuing education and instructor applications, propose and approve law changes and make budgetary recommendations. Commissioners also vote on all disciplinary cases and monitor and regulate all unlicensed brokerage. Commissioners are expected to work with the Kentucky Legislators and LRC staff to promulgate statutes and regulations that affect the real estate profession. Commissioners are given a manual and are expected to learn Commission policies and procedures.

Attendance: Attendance at all of the Commission meetings is expected.

Travel: Commissioners are reimbursed for travel expenses and are encouraged to participate in organizations such as the Association of Real Estate License Law Officials, the National Association of REALTORS® and the Kentucky Association of REALTORS®.

**COMMONWEALTH OF KENTUCKY
INFORMATION FOR BOARDS AND COMMISSIONS**

**KREC Selection
Kentucky Association
161 Prosperous Place
Lexington, KY 40509**

Please indicate Boards/Commissions you wish to consider

Please submit a current resume with the application

Your Name (Last, First, Middle) Mr. Ms. Mrs.		*County	*Congressional District	* Supreme Court District
Home Address	City	State	Zip	
Date of Birth		*Party Affiliation: Dem. Rep. Ind. (Underline one)		Race
Your Occupation	Business Phone Number & Fax Number		Residence Phone Number	
Email Address			Mobile Number	
Current Employer	Business Address			
Spouse's Name	Spouse's Employer			

EDUCATION AND GENERAL QUALIFICATIONS:

Level	Name of School	No. Years Attended	Did you Graduate	Major Course(s) of Study
High School				
College/Other				
Memberships in Organizations. Also Indicate Current Positions With Political Party or Organization. Indicate Any Public Office Currently Held.				

HAVE YOU EVER BEEN CONVICTED OF A FELONY? _____ IF YES, PLEASE INDICATE CHARGE, DATE AND PLACE.

By signing below, I understand the Governor's Office may conduct a complete check on my background and do hereby authorize such an investigation.

REFERENCES (List two persons not related to you, whom you have known for at least one year)

Name	Address	Phone Number	Years Acquainted

*Necessary for certain boards to comply with state law in regard to balance

DATE: _____ SIGNATURE: _____