



TO: All BCAR Members

SUBJECT: Policy Manual Update

At the March 17 Board of Directors meeting, several additions/amendments were passed regarding the BCAR Policy Manual.

- Section 3.11 REALTOR of the YEAR – minor change to strike shall and substitute with may in the first sentence, to read “Each year the ROTY Committee ~~shall~~ may select an individual.....
- Section 1.10.1 Lockbox Service Fees (d) – this new addition clarifies that all Supra equipment must be returned within 30 days of termination from the Association and that all outstanding monies owed to the Association are paid before the Supra refundable deposit is issued.
- Section 1.14 Membership, paragraph 5 – was removed as these items are handled in other sections.
- Section 1.15 Professional Standards, Material Related to Decisions – added new NAR optional language to allow for communication via email.
- Section 1.15 Professional Standards, Appeals – added new NAR optional language to allow for a designee to serve as the Hearing Panel Chair in an appeal.

Go to the [Member's Only site](#) to view/print the BCAR Policy Manual.