



## Real Estate Support Team Bylaws - One Team

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**Article 1** REST Partners, LLC - also referred to as the Real Estate Support Team (REST).

**A1 - Section 1:** The Real Estate Support Team (REST) is a Florida Based Networking Organization, designed for regional expansion. Each Area Region will be identified by the geographical regional area it represents (example: REST Tampa Bay Region; Central Clearwater Region).

**A2 - Section 2:** REST Partners LLC, as an organization, sanctions “**Executive Directors**” (**Board of Directors**) to work as the Executive Leadership Team, selected by a Regional Owner, to oversee and implement the duties of the greater REST Organization. **A Non-Seat Specific Organization structured differently.**

**Article 2 Purpose and Mission of REST (Real Estate Support Team)**

**A2 - Section 1:** Real Estate Support Team (REST) was created as a **Support Team to the Real Estate industry. REST’s mission: To assist local Real Estate agents, through educational Mastermind Events, Pitch Sessions, and Presentations relevant to the Real Estate Professional.**

**A2 - Section 2:** REST Partners is a **Multi Referral / Lead Generation Networking Team Organization** supported by geographical area Regions, designed to serve the Realtor®, in a professional, non-soliciting manor, through ‘top of mind’ talking points, incorporating the highest degree of content including educational events that support the Real Estate Community.

**Article 3** Membership Tier Options; Mentoring; New Region Development

**A3 - Section 1:** Three (3) membership Tiers. Tiers are defined by the levels of participation, industry skills, and contribution levels that REST members provide, to best serve the Realtor.

- A. **Tier 1** is Non-Seat Specific: **Executive Core Directors** - REST Governing ‘Board of Directors’
- B. **Tier 2** Non-Seat Specific: **Regional Core Team Member** - Attend Regional organization meetings, and facilitate the direction of the Executive Director Leadership Team, Events, and Regional Monthly Power Hours.
- C. **Tier 3** is Non-Seat specific: **The Support Member** – Support Members attend NO weekly meetings, with NO assigned responsibilities. Having opportunities to speak; assist Core members at REST functions, and serve as an alternate member when needed, and invited by a Core Member; not to conflict with a current member’s industry seat. Additional Sponsor Fees may apply for special events. **Support Members must be invited by Core Members to Attend Real Estate Power Hours (REPH).**



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### A3 - Section 2: New Region Development; Prospective New Members; Mentoring.

- A. Proposed Regions are pre-selected, pre-approved areas of expansion, approved by REST Executive Directors, lending the full support, and resources of REST Partners LLC.
- B. A "Prospective Core Member" can apply for a Regional Seat, even where a region does not yet exist, providing that the "Prospective Member," and the new Region has been sanctioned by the REST Executive Leadership, and makes a commitment to take an active part, in building the designated new Region's Leadership Team.
- C. The Executive Leadership Team can provide Training and Mentoring to the "Prospective Regional" Member(s), when requested, to build a new Region, and support the prospective member's Industry Seat position upon submitting a paid Application.
- D. Mentoring and Training to Establish Start Up Region: (1) Members of a "Prospective Region" can temporarily attend already established Regional Leadership Meetings, for up to 60 days of Training and Mentoring; OR (2) establish a new 'Start Up' Region, temporarily assisted by Executive Core Leadership, to Mentor, Train, and establish the new sanctioned Region.
- E. Prospective Members in Training, are held accountable to the REST Standards and Guidelines herein; officially upgrading to New Region Core status, and having a Regional Membership of 8 or more Regional Core Members, and sanctioned by the Executive Leadership Team.

## Article 4 Application Process

### A4 - Section 1: Application Process

- A. Non-Refundable Application Fee of \$50.00 starts the Application process for ALL Memberships.
- B. Seat Selected positions are exclusive to Executive Leaders Only - one person per Industry per each Executive Leadership Member position.
- C. Non-Seat Specific (**Support Members**) are unlimited to REST Partners LLC, but certain restrictions may apply to attend Real Estate Events, **determined by the Executive Leadership Team**, where specific Selected Seat attendance might conflict.
- D. When two members apply for the same Industry Seat; a deciding vote can be determined by the Executive Leadership Team. The Regional Owner reserves the ultimate right of approval to settle all disputes of REST Partners, LLC.
- E. REST Members are encouraged to engage, and interact with at least 5 Realtors monthly, to invite to Power Hour, and related REST events.
- F. Vetting: Two Face to Face meetings, discussion of an Applicant's Products, Services, and a desire to help Realtors are required.



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### **Article 5** Membership - Tier Descriptions; Inviting; Ethics; Resignations.

#### **A5 - Section 1: Tier 1 Executive Director Core Membership – \$400.00 annually**

- A. **Non-Seat Specific** – Core Members selected for the expressed purpose of managing and shaping the direction of REST Partners LLC.
- B. An Executive Director is Selected: By the Regional Owner; a **Unanimous** decision of the Executive Director Leadership Team; and must have 3 months of Core Member experience.
- C. Executive Directors must attend a minimum one monthly Director’s Meeting in addition to regular scheduled Executive Leadership Meetings.
- D. Executive Directors can attend any REST Event, at any time, BUT representing their Executive Director position, NOT to compete with attending Regional Core Member positions.

#### **A5 - Section 2: Tier 2 Regional Core Membership – \$400.00 annually**

- A. **Specifically, Seat Selected** – Only one person per Industry is selected per each Regional Core Group (when expanding into new created Regions).
- B. Core Members commit to attend one Monthly Regional sponsored Power Hour meeting; one organizational meeting; and oversee and facilitate the working functions of the local Regional Group.
- C. Participate in regular speaking opportunities with realtors and attending professionals, at REST Power Hours, and Real Estate Community Events, whenever appropriate.
- D. Devote a minimum of 4 hours per week to the group, with committee responsibilities
- E. Core Members are expected to invite Realtors to participate in REST Regional Events.
- F. Attend: Three Regional Leadership meetings and One Real Estate Power Hour (REPH) (**See Article 6 section 1 - Attendance**).
- G. Core Members are subject to quarterly reviews, to maintain Regional Core Membership status. If unable to facilitate assigned Core Member assignments, members have the No Cost option to convert to a Support Membership, with Leadership Team approval.

#### **A5 - Section 3: Tier 3 Support Members - Non-Seat Specific – No Attendance or Responsibility requirements. \$300.00 annually (not including Application and Sponsorship Fees)**

Support Members have a **multi-Industry on-line presence** (can have more than one of the same industries) Title / Stager / Services / ETC, and must receive a Power Hour guest invitation by a CORE member to attend Regional Events or Real Estate Power Hour (REPH).

- A. **NON-Seat Specific** - Having an ‘on line’ member presence providing REPH speaking opportunities, with Topics of interest to the Real Estate Community. Unlimited Website Membership.
- B. REST invites New Members to attend a ‘First’ Real Estate Power Hour (REPH) event.



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- C. After which, Support Members **can attend REPH, by Invitation from the Executive Leadership Team.**
- D. On Line Membership Benefits – Business Directory Listing; Limited REPH Speaking Opportunities; Website Monthly spotlight opportunities (a Personal success story); Regional Open House Info; Associated Real Estate Event Links with On Line Calendar.
- E. Upon Member Approval: A Support Member can submit business Info - Member Bio, Head Shot picture, Website Link, and Social Media sites, back to own Website.
- F. Speaking opportunities must offer educational content and value, pertaining to current issues and concerns of local Realtors and their regional community, with Leadership Team approval.
- G. Participate as Event Sponsor: Provide Coffee or a \$25.00 Gift Card for Realtor Drawing; member recognition with honorable mention posted on Ad Flyers and REST social media.

### **A5 - Section 4: (optional feature) (UNDER DEVELOPMENT).**

- A. Requiring a Hosting Fee – Additional Blogging feature for all REST members, Paid Quarterly.
- B. Website Development is “on going.”

### **A5 - Section 5: Invitation Process – Inviting a Member Prospect to REST Events**

#### **A. Inviting a Core Member Prospect**

- 1. **To a Regional Leadership Meeting** - Regional Area Meetings are Seat Specific
  - a) An Affiliate non-member can **ONLY** attend a Leadership meeting when the prospect is serious to join REST, has a Core Member Sponsor, and the approval of the Leadership Team, to attend the meeting.
  - b) A Non-member affiliate can request to visit any Regional Meeting when interested to join REST, providing the visit and circumstance are approved by the Regional Leadership Team.
- 2. **To a Power Hour - Seat Specific – Support and Non-Members by invitation Only**
  - a) **Guest Invitations** must be made in advance of the Power Hour Event – due to the attendance approval process not able to be implemented at a REPH – Last minute visitor requests cannot be accepted and must reapply to the next Power Hour.
  - b) An **“Observer Agreement”** (a ‘verbal’ agreement made between an attending guest and a Core Member of the Same Industry, to NOT distribute Business Cards and NOT ask for business) is made with a visiting guest to observe the workings of the meeting, and respect the attending Seat Specific Members and Realtors, by **NOT** attending to solicit business. **No attendance fee required.**

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- c) An invited guest, of the same Industry as an attending REST Core Member, agrees to NOT distribute Business Cards and NOT ask for business, according to the “Observer Agreement”, confirmed by the Regional Leadership, for the purpose of educating a Prospective Member of the Benefits of a REST Power Hour. NO Sponsorship Fee is required if an “Observer Agreement” has been approved. **There are NO costs for ‘Observer Agreement’ guests.**
- d) A Non-Member Affiliate guest when NOT of the same Industry as an attending REST Member may be invited to attend a REPH, and receive ‘PRIOR’ approval of the Regional Leadership Team. Last minute approval may not be acceptable.

### 3. To a Mixer

- a) Mixers are Open Events to ALL guests, and prospective Members.
- b) Open events to invite affiliates from Industries interested to serve the Real Estate community that have an interest to join REST Partners LLC.

## B. Inviting a Support Member Prospect

### 1. To a Leadership Meeting

- a) Support Members are not invited to Leadership (business) Meetings
- b) Special circumstances may exist, and discussed by the Regional Leadership Team, for special permission of a non-member to attend a Regional Leadership Meeting.

### 2. To a Power Hour

- a) Support Members, providing that the Industry Seat is unoccupied, may be invited to attend Power Hour Events, with the approval of the Regional Chapter.
- b) Guest requests to attend, and guest invitations must be made in advance of the Power Hour Event – due to the attendance approval process not able to be implemented at a REPH – Last minute visitor requests cannot be accepted and must reapply next Power Hour.
- c) Guests can be invited to Speak at REPH that address a Specialty Topic of interest of the Real Estate Industry, and attend as a Non-Member – providing they satisfy a sponsorship fee, contribution, coffee or \$25 Gift Card.

### 3. To a Mixer

- a) Mixers are Open Events to ALL guests, and prospective Members.
- b) Intended to invite affiliates from Industries interested to serve the Real Estate community, and interested in Memberships to a REST Partners Region.

## C. Substitute Member Invitation – Attend Meetings in Place of Absent Member

- 1. **Attend Regional Meetings & Events** – Due to Medical/Maternity or Extended Absence; an active Core Member (or Leadership Team will assign) will choose a Temporary Substitute to attend Meetings - not to exceed 90 days - With Regional approval.
- 2. **A rare need for Substitutes** – (See **Article 6** – Attendance Commitment)



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### A5 - Section 6: Member Code of Ethics

- A. **All Membership Tiers** of REST Partners are governed and held accountable to the highest standards of Networking protocol, good character, and professional courtesy, with a zero tolerance for unprofessional actions, either personally or from their services.
- B. **The determined size, of a Regional REST Group** should be a manageable size, of Tier 2 Real Estate minded professionals, with enough members to facilitate a Real Estate Event, and manage the Regional Membership, and workings (suggest 10 members to 20 Realtors).
- C. **Members will provide products and services** at REST events that do not conflict or compete with other participating affiliate members.
- D. **REST does not discriminate** based on race, age; religion, sex, national origin or sexual orientation, and may limit Tier III members to a back-up member that may be asked to substitute for a Core Team Member due to extended leave of absence.
- E. **REST Members may only represent one Industry Title**, and comply with all Compliance Law Restrictions; Ex: Loan Officer with Real Estate License; REST will recognize a Loan Officer OR Realtor - NOT both.
- F. **Guests and Visitors with Multi businesses**, invited to meetings, will be recognized by a Branded Industry; NOT part-time Realtors, who happen to hold a Real Estate License.
- G. REST Events are **Safe Havens for Realtors; High pressure sales are not welcomed**, and considered unacceptable practices at REST events; **We Do Not Solicit Realtors or Guests** at REPH. **No discussions of Politics, Religion, Discriminatory statements, Inappropriate Language** will be tolerated and subject to reprimand, suspension, or loss of membership.
- H. **Disciplinary action** may be recommended for discussion by members in good standing, and may require specific action by Leadership Team, via phone in person or zoom call, prior to a Region's next regular Leadership Meeting.
- I. **Member Complaints**, conflicts, misunderstandings, or product/service dispute shall be submitted in email, and brought to the Regional Leadership Team's attention.
- J. **All Leadership Team Members agree to carry out committee tasks** as assigned, and not overlap to other member assigned tasks, unless coordinated by a Committee Chairperson when conducting a Regional Power Hour or Event.
- K. **Replacing a Membership**, in a new name of a Business, even by the same owner of the original Membership, must make change in writing with a New \$50 Application fee, and confirmed by Regional Leadership Team.
- L. **A New Application is required** when a Company holding a current REST Membership, is replaced by a new Member, with Regional Leadership Team approval.
- M. **An accepted membership** to REST Partners LLC, shall serve as acknowledgment of all Bylaws and subsequent changes, and bound by them accordingly, within new or established REST Regions.
- N. **A Company or Individual may transfer** membership to another Region, with an Executive Director Leadership Team approval, and transfer fee of \$50 payable to REST LLC.



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### A5 - Section 7: Member 'Step Back; Resignation; and Reinstatement Process

- A. **A member may resign** from REST at any time; in doing so must bring current any and all indebtedness to the Regional Group. Fee's delinquent 30 days can result with an imposed a 20% late fee.
- B. A Core Member **may 'Step Back' from Core Member responsibilities and attendance** by submitting an Email request to an Executive Team member, requesting to step back membership to a Support Member status; taking effect when received.
- C. **Member 'Step Back'**; for Personal Reasons; when unable to carry out designated committee duties; excessive Leadership or Event Absences; violation of REST Code of Ethics, or consistently challenged to communicate (text/phone), and follow the directions of Committee Chairperson, whether active, 'Start Up' or Prospective Core Member.
- D. Violation of the above may result in membership termination OR a membership Tier 'Drop' in Membership level at the direction of an Executive Leadership Team.
- E. Support Members, within a specified Region, have the first option to fill a vacated Regional Core Member seat, with REST Leadership approval.
- F. **Reinstatement** to Core Member Status may be requested, after a 30-day waiting period, submitted to the Membership Chair, and approved by Leadership Team.
- G. **Maternity Leave** is granted upon request, for up to 90 days, and must have a an assigned temporary Substitute in place, by either Absentee or by Regional Leadership Team.

### A5 - Section 8: Choosing a Substitute, to maintain a business presence in Regional group

- A. Temporary Core Member positions, can be approved by the Regional Leadership Team in such cases as Medical/Maternity Leave, Extended Absence or Special Hardship.
- B. A vacated Regional or Executive Seat, created by choice or termination, can be reassigned with Executive Leadership approval.

## Article 6 Attendance Commitment and Membership Reviews

### A6 - Section 1: Tier 1 & 2 Executive and Core Leadership Team Member Attendance

- A. Attend designated REST meetings ON TIME. Failure to communicate (via phone, email, text); tardiness or constantly leaving required meetings early, may give cause for a negative Member Review.
- B. Excused Absences per quarter: one (1) of three Power Hour Meetings – two (2) Director's meetings OR two (2) Regional Leadership meetings (special circumstances and exceptions by the Leadership Team can apply).
- C. Inconsistent attendance interferes with assigned committee duties, (arriving late or leaving early) and may result in a negative 'member review', and could result in a Membership change or Termination.



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- D. Membership change or Termination may create an open Seat Position, which can be filled by a Support Member 'in good standing' or temporarily filled by a Substitute Member until a permanent Seat can be filled.

### **A6 - Section 2: Tier 2 Support Member Attendance**

- A. Support Members are not required to attend regular meetings or monthly Power Hour Events, but as auxiliary members should be ready to attend when invited by a Core Member.
- B. The Support Membership was created for Affiliates unable to participate on a regular basis, but welcome opportunities, to serve REST Events when opportunities become available.
- C. Opportunities with Realtors: Face to face interaction for Support members 'In Good Standing' can be invited by Core Members to facilitate Brokers Open, and other Events requesting REST support by a Realtor.

### **A6 - Section 3: Termination of a REST member due to Attendance or Misconduct**

- A. **Conduct** that causes embarrassment, personally or business related; not showing up for appointments; not fulfilling a business commitment; consistently missing Leadership meetings; continual tardiness at organizational meetings, or not returning text/phone calls, may result in a negative **Leadership Team Review**, which may determine a member's step back to Support Member or immediate Termination (**See Code of Ethics; Article 5, Section 6**).
- B. **More than two unexcused absences in succession** or when a Core Member's assigned duties cannot be fulfilled, causing hardship for other Leadership Team members; may result with a Core Team Member being asked to step back to a Support Membership Tier, have a reassignment of duties, or cause for resignation from REST Membership, when not excused.
- C. **Misconduct or breach of REST Code of Ethics** of a nature that hinders another member's ability to participate within a regional group, either personally or professionally detrimental to other members of the regional group to fulfill regional obligations.
- D. **Regional Owner** ultimately has overriding voting power, and can help determine a Final Decision filling Seats or selecting Substitute Positions.
- E. **Filling a Seat Position due to Termination**, at which time a permanent or Substitute Member may be selected to serve out term, or part of term, with Leadership Team approval.





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### A6 - Section 4: Core Member Quarterly Review Process:

- A. **Considers: Group Participation, Attendance, and Inviting Realtors**
  - 1. Carry out REST assigned job positions with a collaborative attitude.
  - 2. Attend all regular meetings, including Leadership. Consistent tardiness may cause a negative review and result in changes to Membership, which may cause immediate action and/or Review. (Special exceptions by Leadership Team may apply).
  - 3. Failure to invite Realtors or Affiliate Guests to REPH.
  - 4. A Negative Review can result: Core Membership Tier 'Drop' to Support Membership Tier; or 'Termination.' at the direction of the Regional Leadership Team. (Special circumstances and exceptions by Leadership Team may apply).
  
- B. No review process for Support Members, but can be removed by Leadership Team.

### **Article 7** Executive Leadership Directors - REST Governing 'Board of Directors'

#### A7 - Section 1: Executive Directors – Selected Leaders, chosen by Regional Owner.

- A. The Executive Directors make REST policy; determine solutions to Regional organizational challenges; sanction approval of Regional Team Members and Events, in accordance with these Bylaws, and general supervision of the affairs of the greater organization.
- B. Executive Directors may also hold no more than one (1) Core Member position within a Region; can attend Regional Leadership meetings or events, as an Executive Director, NOT representing an Industry Seat, especially when that Industry Seat is occupied by a local Regional Member.
- C. Can be called on to participate, and help conduct a Real Estate Power Hour (REPH), or other events, but as an Executive Leadership Director, NOT representing their Industry Seat, **when that Industry Seat is not represented at the Event.**
- D. An Executive Director, while serving a Regional Core Member group position, must continue to attend and uphold their duties within an Executive Director Leadership Team, and to maintain Executive Director Status; unless given a temporary "leave of absence" by the Executive Director Leadership Team.

#### A7 - Section 2: Regional Owner & Creating Committees for Team Operation

- A. Immediately following the selection of committees to facilitate the working organization and the Executive Leadership Team, the Regional Owner may participate in Leadership decisions, and exercise, their exclusive right of refusal, when Leadership Team is deadlocked, or the will of the Regional Owner is needed.
- B. The Regional Owner may occupy one Leadership position of their choice, participating in as many Regions as the Executive Director Leadership Team deems reasonable.



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- C. In the absence of a Regional Owner, (not present in meetings) all Leadership and voting rights transfer to an appointed Executive President, to have the vote of confidence from the Executive Leadership Team. The Regional Owner can occupy a seat on the Executive Leadership Team as a NON-Voting position (in cases when multi regions exist), but as Owner can choose to override a final vote of the Executive Leadership Team at any time.
- D. The Membership 'start date,' (also referred as Application **Due Date** of Member), refers to the effective date of paid Membership (not date of Application), effective for One Year from said Due Date.
- E. Membership payments overdue 30 days from **due date** are in violation of the membership agreement and can give cause for immediate termination, unless a special arrangement is granted by the Leadership Team or Regional Owner, including **\$25 delinquent payment(s) per each month payment is delinquent.**
- F. Hardship consideration can be invoked by Executive Leadership Team for up to 3 months, extending membership payment (s) to include one **\$35 Delinquent payment per each month membership payment is delinquent.**

REST is a Franchise for Profit Organization

**REST Partners LLC is structured to also operate as part of a greater organization**, which can be broken down into Local Regions, individually separate from each other; for profit and personal improvement that maintain ethical business, as detailed within this document; practices attesting to a high level of continuing education, as it pertains to the Real Estate Industry.