



IREM GREATER RALEIGH-DURHAM CHAPTER #105 “FRIENDS OF IREM” GUIDELINES  
(Revised December 2017)

The purpose of these guidelines is to establish a framework and rules to administer a “Friends of IREM” program for Chapter #105. The “Friends of IREM” program is designed to foster professional relationships between our chapter and a mix of locally represented, reputable, quality service contractors or other real estate related professionals. This program is designed to provide our “Friends” with the privileges of limited association/participation in our chapter activities.

The following guidelines are established for the Chapter #105 “Friends of IREM” program. These guidelines may be added to, changed, or modified by a simple majority vote of the Chapter Executive Council.

1. The “Friends of IREM” program will be governed by and adhere to IREM National Rules and Regulations.
2. The “Friends of IREM” committee shall be made up of a chairperson and other members as deemed appropriate, and will report to the chapter President and Executive Council.
3. The vendor categories or professionals who are eligible to become “Friends of IREM” are as follows:
  - A. Parking Lot Services
  - B. Elevator & Escalator Maintenance
  - C. Electricians
  - D. Restoration Contractor
  - E. HVAC Contractors
  - F. Roofing Contractors
  - G. General Contractor
  - H. Attorneys
  - I. Architectural Firms
  - J. Accounting Firms and Computer Services
  - K. Communications
  - L. Landscape Contractors
  - M. Janitorial Services
  - N. Job Search/Personnel Recruiters
  - O. Financial Institutions
  - P. Economic/Real Estate Research
  - Q. Window Cleaning
  - R. Security
  - S. Specialty Products/Marketing
  - T. Extermination
  - U. Environmental Services
  - V. Waste Removal
  - W. Employee/Resident Background Screening
  - X. Insurance Providers
  - Y. Painting
  - Z. Water Treatment Services
  - AA. Floor Care
  - BB. Life Safety
  - CC. Metal, Wood, & Stone Refinishing
  - DD. Lighting
  - EE. Plumbers
  - FF. Engineers
  - GG. Moving Companies
  - HH. Lake & Pond Maintenance
  - II. Supplier
  - JJ. Food/Beverage
  - KK. Furniture Rental

## “FRIENDS OF IREM” GUIDELINES

Page 2

4. There will be a limit of four (4) vendors allowed in any one category.
5. The total number of “Friends of IREM” shall not exceed twenty five (25%) of the total membership of the chapter: CPMs, CPM Candidates, ACoMs, ARMs, Associates, and Student Members.
6. A prospective “Friend of IREM” must be recommended by an IREM member in good standing and have an introducing CPM member. The “Friend” shall be recommended by way of the “Friends of IREM” application form, which is attached as Exhibit “B”.
7. The “Friends of IREM” application shall be reviewed and submitted to the Board of Directors for approval. Each “Friend” will be reviewed on ethical conduct and appropriateness as a “Friend”. The Executive Council shall annually review all “Friends” for renewal, and shall have the authority to not renew or terminate a “Friend”, at any time, who breeches these standards without refund of its contribution.
8. The annual “Friends of IREM” fee shall be established by the Board of Directors. Membership rates will be established at four (4) levels and each vendor category will be allowed one “Friend of IREM” at each of the following levels\*: bronze \$500.00, silver \$750.00, gold \$1,500.00, and platinum \$1,750.00. Members will be afforded the privileges as described in the Category Chart. “Friends of IREM” fees shall not be construed as a “dues” payment. The fee shall be due upon delivering of the application, and shall be for a period of one year. This fee shall be renewable on the anniversary date of the original approval, and subject to changes in fee rates and Board approval.  
  
\* Current “Friends of IREM” members in the same vendor category and at the same level will be able to continue at the same level until termination or non-renewal at which time the vacated position will have to select a separate level of membership.
9. In the event a “Friend of IREM” violates any of the terms or guidelines as established, it shall be the responsibility of the Board of Directors to notify the “Friend”, of the reason for termination.
10. A welcome and acceptance letter will be sent to the “Friend”.
11. A “Friend of IREM” may attend one Chapter general meeting free of charge (excluding the annual officer installation meeting) prior to joining the program with a recommendation from a current member.
12. Current “Friends of IREM” will be given the opportunity to extend their membership date by one month for each new “Friend of IREM” that they sign up for the program.

## FRIENDS CATEGORY CHART

### Bronze Sponsorship at \$500.00

- Free attendance for two at all Chapter meetings (excluding annual officer installation)
- Link to your website from Chapter 105's website
- Recognition on IREM website and newsletter

### Silver Sponsorship at \$750.00

- Free attendance for two at all Chapter meetings (excluding annual officer installation)
- Sponsorship opportunity for presentation and marketing material distribution at one general membership meeting
- Link to your website from Chapter 105's website
- Recognition on IREM website and newsletter

### Gold Sponsorship at \$1,500.00

- Free attendance for two at all Chapter meetings (excluding annual officer installation)
- Golf Tournament Sponsorship, round for two and opportunity to provide marketing materials to attendees of event
- 5-minute presentation or sponsorship of a luncheon and opportunity to distribute marketing materials at one general membership meeting
- Recognition at events.
- Recognition on IREM website and newsletter
- Link to your website from Chapter 105's website

### Platinum Sponsorship at \$1,750.00

- Free attendance for two at all Chapter meetings (excluding annual officer installation)
- Golf Tournament Sponsorship, round for foursome and opportunity to provide marketing materials to attendees of event
- 10-minute presentation at one general membership meeting or sponsorship of a luncheon and opportunity to distribute marketing materials at ALL general membership meetings
- Recognition at events.
- Recognition on IREM website and newsletter
- Link to your website from Chapter 105's website