



SIOR GROSS FEE INCOME AFFIDAVIT - CANDIDATE APPLICANTS

This form must be submitted by Applicants for membership in SIOR and is valid for applications submitted to SIOR Headquarters through December 31, 2018.

SIOR evaluates volume-of-business based on **Gross Fee Income** [GFI]. GFI is defined as the amount that the **APPLICANT'S FIRM RECEIVES** [before internal splits] that is directly attributable to the Applicant.

GFI levels are set by local Chapters for individual markets. Please refer to the GFI Requirements by Market [here](#) or contact Ying-Ying Chow, Manager of Admissions, at 202.449.8234 or ychow@sior.com.

All Applicants must meet the following criteria and document it on the attached form:

1. Applicants must submit the most recent 12 months of GFI and meet at least 50% of the established market GFI requirement. Please note that we are unable to accept GFI figures based on calendar year breakdowns, except in January.

For example: If an application is submitted in July, the 12-month periods would be July through June.

If the local GFI requirement is \$300,000, a Candidate applicant's GFI requirement is \$150,000.

If a transaction is a *referral*, it should be calculated as follows:

Gross Fee	\$100,000
Co Brokerage to Outside	\$50,000 [A]*
Gross Fee to Applicant's Firm	\$50,000
Gross Fee Income to Outside Broker [Referral]	\$10,000 [B]*
Adjusted Gross Fee to Applicant's Firm	\$40,000
Gross Fee Income to Applicant A [30%]	\$12,000 [C]*
Gross Fee Income to Applicant B [70%]	\$28,000 [D]*

* For this case, the assumption is that there are two brokers partnering together on a deal with a 70/30 split.

** For the above scenario, there could potentially be up to four applicants claiming GFI from this transaction: [A] The brokers on the other side of the deal, [B] The outside broker who received the referral fee, [C] Applicant A, and [D] Applicant B.



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Applicant Name: _____

Date: _____

THIS SECTION TO BE COMPLETED BY THE APPLICANT'S MANAGING BROKER, CFO, OR A CPA

I certify that, for SIOR Candidate membership, the above-named applicant:

1. Has produced the following aggregate Gross Fee Income for the most recent 12-month period:

TIME FRAME	DATES	GROSS FEE INCOME [GFI]
Most recent 12 months		

2. This Gross Fee Income is comprised of the following mix of transactions [approximate]:

Transaction Type	Percentage [%]
Industrial	
Office	
Other	
Total	100%

I hereby declare under penalty of perjury that the transaction information provided above is true and accurate to the best of my knowledge.

Signature: _____

Name [Printed]: _____

Date: _____

Title: _____

THIS SECTION TO BE COMPLETED BY THE APPLICANT

Under the penalty of perjury and potential forfeit of this application, I attest to this information. I have documentation available and am prepared to produce it at the request of SIOR.

Signature: _____

Name [Printed]: _____

Date: _____

Title: _____

DIRECTIONS: Please scan and upload this completed form to your online membership application.
Questions? Call Ying-Ying Chow at 202.449.8234.