



# ALWAYS MOVING FORWARD

## SIOR 2024 NEW ADMISSIONS PROCESS

SIORs are the leading professionals in the industrial and real estate industry. Our membership process ensures tomorrow's members both reflect and uphold the standard of excellence, integrity, and principles the organization represents across the world.

### Process for Designee and Affiliate Applicants in North America

1. Obtain 2 nominations from designees in chapter.
2. Receive approval to submit application online.
3. Chapter interview (30 days)
4. Chapter announcement: Up-down vote (10 business days)
  - Electronic vote (email): need 80% approval or 21% no vote
  - Email includes the names of nominators
  - Yes, no, and abstain button
5. Release of names
6. Membership approval

### Process for Designee and Affiliate Applicants outside of North America

1. Obtain 2 nominations from designees in chapter or full membership if applicant does not live in chapter limits.
2. Receive approval to submit application online.
3. Chapter interview (30 days)
4. Release of names
5. Membership approval

### Process for Member Associates

1. Obtain 1 nomination from designees in chapter or full membership if applicant does not live in chapter limits.
2. Receive approval to submit application online.
3. Chapter interview (30 days)
4. Release of names
5. Membership approval



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### WHAT TO AVOID?

- Please remember at all times, you are voting on the applicant's professionalism, skill, and character as a real estate professional.
- If you do not have sufficient information to evaluate an applicant's qualifications, you should not vote or should abstain from voting.
- You also should not attempt, in any fashion, to influence any other member's independent voting decision on an applicant's admission into the chapter. Doing so could constitute a violation of SIOR's Antitrust Guidelines.

### WHAT AM I VOTING ON?

- Voting is now tied directly to our code of ethical standards. You will be voting on whether the applicant reflects the appropriate standards of SIOR.
- As a reminder, the applicant's GFI has already been verified by the Chapter Admissions Chair and the applicant has met the GFI requirements.
- This vote is not related to the applicant's GFI but instead is based on whether the applicant is dedicated to the highest principles of professional practice and is considered a preeminent professional in the field of commercial real estate.

### HOW WILL I KNOW THAT AN APPLICANT NEEDS TO BE VOTED ON?

- The chapter ballot will be sent via email on behalf of the chapter president. If you do not vote within 5 business days, you will be emailed a reminder.

### WHAT HAPPENS IF I MISS THE 10 BUSINESS DAY WINDOW?

- Once the 10 business days pass, you will no longer be able to vote on an applicant.

### WHAT INFORMATION WILL BE INCLUDED IN THE CHAPTER VOTE EMAIL?

- SIOR nominators' names will be listed in the vote email.

### WHAT ARE MY VOTING OPTIONS?

- Every designee chapter member has the opportunity to vote "yes" or "no" on whether the applicant should be admitted as a member in the chapter. Chapter members also have the option to abstain



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from voting.

- Abstentions and non-responses count as "yes" votes. 21% of Chapter Designees will need to vote no for an applicant to not be approved for membership. If applicant does not receive the necessary "yes" votes for membership, the applicant cannot apply again for 3 years.

### CAN I CHANGE MY VOTE ONCE I HAVE SUBMITTED IT?

- All votes are final and cannot be changed.

### WHAT HAPPENS IF I WOULD LIKE TO SUBMIT AN ETHICAL COMPLAINT DURING AN APPLICANT'S VOTING PERIOD?

- Any SIOR member who believes that an applicant should be refused admission to SIOR because of **ethical misconduct** can file an Ethics Complaint at any time during the admissions process with the Professional Standards Committee by completing this [online PDF form](#). Once the official complaint has been submitted, the applicant's vote will conclude and the application will be put on hold until there is a resolution.

### IS MY VOTE CONFIDENTIAL?

- All individual votes are confidential and not shared with any applicant/member/chapter leader.

### WHY IS MY VOTE CONFIDENTIAL?

- Members have been requesting a confidential system for years.
- By keeping results confidential, members are more likely to vote honestly.
- Confidential voting protects the member, applicant and the association.

### WHO IS MADE AWARE OF THE OUTCOME OF THE VOTE?

- Chapter leaders are made aware of the final successful outcome of the vote.
- If an applicant does not pass the vote, applicant/chapter leaders are only made aware that it was a no vote and that it was more than 21% no.



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