RECOMMENDATIONS OF HEARING PANEL DISCIPLINARY ACTION
_____ ASSOCIATION OF REALTORS®

Case No. _____

_____ vs._____

Complainant(s) Respondent

Please complete a separate form for each named Respondent

Based on the decision and findings of fact (Form D-11) rendered by the undersigned hearing Panel, which are attached hereto and incorporated by reference to these recommendations, we the hearing Panel make the following recommendations to the Board of Directors for discipline.

- ☐ **No discipline recommended**. (if decision was no violation(s)).
- ☐ **Warning**. Place a Letter of Warning in Member/Participant/Subscriber file for _____ (length of time – at least three (3) years).
- ☐ **Reprimand***. Place a Letter of Reprimand in member/participant/subscriber file for _____ (length of time - at least three (3) years).
- ☐ **Fine***. Fine in the amount of: $_____ (fine may not exceed $15,000 for Code of Ethics violations or for MLS Rules violation) payable to the Association or MLS within _____ calendar days. **Failure to pay fine within this time shall automatically result in the suspension of membership and/or MLS until the fine is paid. Resignation prior to paying fine shall result in immediate suspension.**
- ☐ **Education**. Require attendance and completion of an appropriate course(s) within _____ calendar days. The course(s) required is:
  - ☐ C.A.R. Online Ethics Class: "Real Cases: Transactions and Violations" (1 hour Code of Ethics overview)
  - ☐ C.A.R. Online Ethics Class: "REALTOR® Code of Ethics - Spotlight on Articles 1, 2, and 3" (approx. 2.5 hours)
  - ☐ C.A.R. Online Ethics Class: "REALTOR® Code of Ethics - Spotlight on Articles 10, 11, and 12" (approx. 2.5 hours)
  - ☐ Other (specify) _____.

Failure to attend or complete such course(s) within this time shall automatically result in the suspension of membership and/or MLS until the education is completed. Resignation prior to completing education shall result in immediate suspension.

☐ **Cease and Refrain.** Require respondent to cease and refrain from the following activities for _____ (length of time not to exceed three (3) years). (Note: A cease and refrain order can require the removal of already-existing content from an online source owned and/or controlled by the respondent.)

Activities:

_____

Failure to abide by the Cease and Refrain order shall automatically result in:

_____ (select discipline to be applied).

(Note: Panel may include a separate attachment to fully explain the terms & conditions of the Cease and Refrain order.)

☐ **Suspension***. Suspend all ☐ Association membership ☐ MLS participation rights and privileges for _____. (Suspension must be for a minimum of 30 calendar days and may not exceed one (1) year)

☐ **Expulsion***. Expel member/participant/subscriber from the ☐ Association ☐ MLS for _____. (Expulsion must be for a minimum of one (1) year and may not exceed three (3) years)

☐ **Refer matter to the California Department of Real Estate or other government agency.**

(specify):_____

***Discipline subject to publication if the respondent violated the Code of Ethics or Membership Duties. The Respondent's name, photograph, and a summary of the ethics violation(s) will be published by the California Association of REALTORS® ("C.A.R.") and may be published by the local Association pursuant to Section 38 of the *Manual*. If the Panel's recommendation is adopted by the Directors or modified so that it still includes this type of discipline, the Respondent must provide to C.A.R. and the Association and authorize C.A.R. and the Association to publish a current, accurate photo at least the size and quality of a passport photo within ten (10) calendar days after adoption. Failure to submit the photo and a completed Form D-24 within this time shall automatically result in the suspension of membership until the photo and a completed Form D-24 have been submitted, and the discipline summary will still be published. Resignation prior to submitting the photo and a completed Form D-24 shall result in immediate suspension, and the discipline summary will still be published. If the respondent's only violations were MLS Rule violations, the discipline is not subject to publication.**

Dated: _____

_____, PRESIDING OFFICER

Signature

_____, PANEL MEMBER

Signature

_____, PANEL MEMBER

Signature

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