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LIREaltor.com

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TO: WHOM IT MAY CONCERN

FROM: The Professional Standards Staff

SUBJECT: Ethics Complaint

Enclosed is a Complaint Form which must be completed in its entirety by you and returned to us, along with a written statement and any supporting documentation, in order for your complaint to be processed. The complaint can be mailed to the attention of the Professional Standards Dept. at LIBOR, faxed to 631.661-6919 or emailed to jgehlich@lirealtor.com or mdavies@lirealtor.com.

Please supply us with an email address so that we can send you communication throughout the complaint process. If you are not reachable by email, or you prefer not to be contacted by email, place an X on the appropriate box on the Complaint Form and include a telephone number where you can be reached instead.

You will be notified once your complaint is processed. The Board is not empowered to award monetary damages to a member of the public or to compel a broker to release a member of the public from a listing agreement.

Please be advised that the Long Island Board of Realtors, Inc. (LIBOR) offers Ombudsman services and Ethics Mediation. Please visit the legal section of www.lirealtor.com under Dispute Resolution for a description of these services.

If you have any questions regarding our Complaint Form, the procedures for filing, or Ombudsman of Ethic Mediation, please call the Professional Standards Department staff, Judy Gehlich, Supervisor, at extension 388, or Marianne Davies, Professional Standards Coordinator at extension 352.

Sincerely,

The Professional Standards Staff

Encs.

Long Island Board of Realtors®, Inc. (LIBOR)

ETHICS COMPLAINT FORM

You must complete all the blanks. Please print clearly.

Section One: COMPLAINT (Realtor or Public)

The Complainant alleges that Article (s) _____ of the Code of Ethics has been violated.

Section Two: WRITTEN STATEMENT

Attach a typed written or printed statement which explains in detail the facts which support a violation of the Article(s) alleged in this Complaint.

Section Three: PENALTIES

If found in violation, Respondent may be reprimanded, required to take remedial courses, fined, or any combination of these. In special circumstances, a suspension or termination may also result.

Section Four: COMPLAINTS FILED ELSEWHERE

Are the circumstances giving rise to this Ethics Complaint involved in civil or criminal litigation or any proceeding before the state real estate licensing authority or any other state or federal regulatory or administrative agency?

Yes, Which Agency? _____ No _____

Have you filed a Rules Complaint with the Multiple Listing Service of Long Island, Inc. (MLSIL) regarding the same circumstances giving rise to this Ethics Complaint? **(This question does not apply to members of the public.)**

Yes _____ No _____

Section Five: STATEMENT OF TRUTH

This Complaint is true and correct to the best knowledge and belief of the undersigned. For Complainants who allege a Code of Ethics violation(s) under Section One above, the Complainant hereby asserts that the Complaint is filed within one hundred eighty (180) days after the facts constituting the matter complained of could have been known in the exercise of reasonable diligence.

DATE OF INCIDENT _____

Section Six: PARTIES

COMPLAINANT(S)

RESPONDENT(S)*

*Must be a member of LIBOR

Name (s) _____

Name of Realtor(s) _____

Firm Name, if any _____

Signature _____

Firm Name _____

Address _____

Address _____

Daytime Phone _____

Daytime Phone _____

E-Mail _____

E-Mail _____

PLEASE NOTE:

All correspondence upon receipt of this complaint will be in email form.

If you would prefer NOT to have correspondence sent by email check here: _____