

**REALTOR® Association of Sarasota and Manatee
Self-Reporting Document**

The Lockbox Service Rules of the REALTOR® Association of Sarasota and Manatee require a member who has been arrested to report such event to the Association for the Board to determine in its sole opinion if the charge involves a crime that relates to the real estate business or puts clients, customers, other real estate professionals or property at risk. The duty to report applies to any noted arrest charge in any jurisdiction, not just Florida, and must be in writing and provide sufficient information about the charge(s) for the Board to Directors to determine if it is appropriate to refuse a KEY or to suspend use of an existing KEY. Failure to timely and accurately report any arrest as provided in the Rule (See Section 2 C of the Lockbox Rule) may also result in additional sanctions or a complaint for violation of a membership duty. The Form below is to assist a Member in meeting this reporting obligation.

1. Last Name (Surname), First Name, Middle Name:		2. Date of Birth:	
3. Address:	4. City:	5. State:	6. Zip:
7. Telephone:	8. E-Mail:		9. RASM Membership #:
10. For each <u>arrest</u> in any jurisdiction please state the following:			
a. Name of court:			
b. Address of court:			
c. Case number:			
d. Date of arrest:			
e. Name of crime:			
a. Name of court:			
b. Address of court:			
c. Case number:			
d. Date of arrest:			
e. Name of crime:			
<i>If the arrest charges exceed two in number attach additional information under separate cover.</i>			

Date:	Signature of Member:
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Mailing Address: Realtor® Association of Sarasota and Manatee Attention: Professional Standards Administrator 2320 Cattlemen Rd, Sarasota, FL 34232	Contact information Phone Number: _____ Facsimile: _____ E-Mail: _____
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