



**WOMEN IN COMMERCIAL REAL ESTATE  
NASHVILLE, TENNESSEE  
MEMBERSHIP APPLICATION**

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Name: \_\_\_\_\_

Title: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Current Job Description: \_\_\_\_\_  
\_\_\_\_\_

No. Years \_\_\_\_\_

If in a sales/leasing position, what percentage of your transactions are commercial? Residential?

Years of Commercial Real Estate Experience: \_\_\_\_\_

Tennessee Real Estate License: Yes \_\_\_ No \_\_\_ License # if Yes \_\_\_\_\_

Past Employers/Positions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Professional Affiliations: \_\_\_\_\_  
\_\_\_\_\_

Community Service: \_\_\_\_\_

**ARTICLE III**  
**MEMBERSHIP**

1. Membership Categories. The membership of WCRE shall consist of three (3) categories:
  - a. Individual Membership
  - b. Associate Membership
  - c. Affiliate Membership

These categories of Members shall be defined in the following paragraphs.

2. Individual Member. Individuals with two (2) or more years of direct, full time involvement as a professional in the area of commercial real estate and who are employed in one of the following primary disciplines of commercial real estate shall be eligible for Individual Membership:

- a. Commercial Real Estate Brokerage/Leasing
- b. Commercial Property Management or Asset Management
- c. Commercial Real Estate Financing
- d. Commercial Appraisal
- e. Real Estate Law
- f. Commercial Project Developers
- g. Institutional Real Estate Management/Brokerage
- h. Policy-level Government or Quasi-governmental Position Affecting the Real Estate Industry
- i. Real Estate CPA/Accountant

3. Associate Member. Individuals with more than one (1) and less than two (2) years experience but who are employed in one of the primary disciplines of commercial real estate as listed in Section 2 above, or who are involved full time (12 units or more) in an accredited College or University and pursuing a degree in a field related to commercial real estate shall be eligible for Associate Membership.

4. Affiliate Member. individuals with a minimum of one (1) year experience in one of the following related disciplines of commercial real estate and currently practicing in that field shall be eligible for Affiliate Membership:

- a. Commercial Space Planning, Design and Architecture
- b. Commercial Title Insurance
- c. Commercial Real Estate Marketing and Communications
- d. Engineer/Construction Management
- e. Real Estate Research
- f. Administrative assistant or broker assistant holding a valid Tennessee real estate license

Notwithstanding the above, the total number of Affiliate Members shall not exceed twenty percent (20%) of the overall membership of WCRE.

5. Conversion from Affiliate to Individual Membership. After five (5) consecutive years as an active Affiliate Member in good standing, who has served on the Executive Committee at least two of such five (5) years, an Affiliate Member may be considered for Individual Membership. An Affiliate Member who desires to become an Individual Member must submit a request to the Executive Committee. The

Executive Committee shall consider and vote on any change in the Affiliate Member's status.

6. Eligibility. To be eligible for membership, an applicant for Individual, Associate or Affiliate Membership must be sponsored by an active WCRE member.

7. Lapse. Any member who (a) does not attend a minimum of four (4) regular monthly meetings during a fiscal year of WCRE; (b) fails to pay the membership fee; or (c) otherwise fails to meet the requirements of membership, shall be deemed to have allowed membership in WCRE to lapse and must reapply for membership. Attendance at any meeting identified by the Executive Committee as a qualified meeting in lieu of the monthly meeting, which shall include, without limitation, the Economic Forum and the Connection, will qualify as attendance at a regular monthly meeting.

8. Change in Occupation. Any member, with the exception of a Charter member in good standing, who changes occupations during a fiscal year will remain a member for the remainder of that fiscal year of WCRE and will be reclassified as appropriate thereafter.

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New members are encouraged to serve on a committee. Please see the attached description of each committee and select your first and second choice:

Membership	Programs	Education
Community Affairs	Communications	Finance

Please circle up to two of the following areas of specialization:

Accounting	Engineering	Market Research
Acquisitions	Finance	Mortgage
Banking/Brokerage	Institutional Lending	Personnel
Administration	Interior Design/Space Planning	Property Management
Advertising	Insurance	Public Service/Agency
Appraisal	Investments	Sales/Brokerage
Architecture	Journalism	Syndication
Asset Management	Law	Title/Escrow
Construction	Leasing	
Corporate Real Estate	Marketing	
Development	Other _____	

Please circle one of the following types of membership: Individual / Associate / Affiliate.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Women in Commercial Real Estate Member Sponsor: \_\_\_\_\_

Date: \_\_\_\_\_

Executive Committee Approval: \_\_\_\_\_ Date: \_\_\_\_\_

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Make check for \$60.00 payable to Women in Commercial Real Estate and mail to:

Women in Commercial Real Estate  
c/o The Shopping Center Group  
Susan Ahlheit  
susana@theshoppingcentergroup.com  
1102 17<sup>th</sup> Avenue South, Suite 400  
Nashville, TN 37212

Meals are not included in this amount. For an entire year which is July-June, the cost is \$140 or you can pay \$20 at the door. We meet on the first Tuesday of the month, except for the months of February, May, July and August. In February and May, there are additional charges to attend the Economic Forum and The Connection.

For Women in Commercial Real Estate's directory, please e-mail a digital photograph of yourself (jpeg preferred) to Amy Riley at [ariley@cornerstonecre.com](mailto:ariley@cornerstonecre.com). A photograph no smaller than 2" x 2" may be submitted with your application if a digital picture is not available. Thank you.

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## **ARTICLE XII** **COMMITTEES**

1. Standing Committees. The Standing Committees of WCRE shall be:
  - a. Programs Committee
  - b. Membership Committee
  - c. Communications Committee
  - d. Nominating Committee
  - e. Community Affairs Committee
  - f. Education Committee
  - g. Finance Committee

The Standing Committees shall be chaired by the applicable Vice President(s), by such persons designated by these By-laws or as may be designated by the Executive Committee if no chair is otherwise designated. Other standing committees may be established and dissolved by the Executive Committee.

2. Programs: The Programs Committee shall formulate a general program for meetings for the entire year. It shall select topics for speeches and discussions; select speakers and discussion leaders, secure meeting locations, and prepare and handle all details incident to the preparation of meeting programs, publicize programs and individuals connected with programs, promote attendance at such meetings; and obtain sponsors to underwrite the cost of meetings. At least one co-chair of this Committee must be a commercial real estate broker, affiliate broker or property manager.

3. Membership: The Membership Committee shall (a) seek out and encourage qualified individuals to apply for membership in WCRE; (b) process membership applications; (c) submit recommendations for membership (including the class of membership for each application) to the Executive Committee for review and approval; (d) acquaint new members with WCRE; (e) prepare and update the WCRE membership directory and (f) monitor membership classifications.

4. Communications: The Communication Committee shall be responsible for devising and conducting internal and external programs to publicize WCRE, including but not limited to, publishing a newsletter. This Committee shall also establish a public relations program for publicizing WCRE in any journal, periodicals, newspapers or other such media outlets.
5. Nominating: Consistent with the procedures of Article VII of these By-Laws, the Nominating Committee shall be appointed and carry out its responsibilities in accordance with these By-Laws.
6. Community Affairs: The Community Affairs Committee shall seek out opportunities for WCRE to become more visible and involved in the local community and in the commercial real estate industry.
7. Education: The Education Committee shall be responsible for developing and implementing educational programs that further member awareness of and expertise in specific areas, including but not limited to planning and coordinating the Economic Forum. This Committee shall also be responsible for implementing special programs and acting as a resource to members. At least one co-chair of this Committee must be a commercial real estate broker, affiliate broker or property manager.
8. Finance: The Finance Committee shall be responsible for auditing the account of WCRE at the end of each fiscal year. This Committee shall be comprised of the incoming Treasurer, the incoming President and one other member of the Executive Committee. A written report shall be completed for submission to the President for presentation to the Directors by the end of July.
9. Special Committees: The President may from time to time appoint, with the approval of the Executive Committee, special committees for specific purposes. The term of a special committee shall expire upon completion of its assignment.
10. Action of Committees: The actions of any Committee, including special committees that involve the budget, policies or procedures of WCRE shall be in the form of recommendations for consideration and approval by the Executive Committee.