

**FUNCTIONS OF GRIEVANCE COMMITTEE
DAYTONA BEACH AREA ASSOCIATION OF REALTORS®**

The Committee **does not** determine guilt or innocence. It will either:

1. Forward the case for a hearing before the Professional Standards Committee, or
2. Dismiss it, if the complaint is determined to be unfounded.

A Board of REALTORS® has limitations to its authority regarding its members. Below is a list of those limitations:

1. The complaint must be filed within one hundred eighty (180) days of the time that the alleged offense and facts relating to it could have been known by the complainant in the exercise of reasonable diligence.
2. The Board **cannot** try a Board member for violations of Florida real estate license law or any other alleged violation of the law. It has jurisdiction only over violations of a member's duty to abide by the Code of Ethics.
3. For the same reason, the Board **cannot** suspend or terminate the license of one of its members.
4. The Board **can**, in the case of an ethics violation being determined, administer discipline to the REALTOR® in one or more of the following ways:
 - Send a letter of warning or reprimand to the member
 - Direct the member to attend an ethics class or other training appropriate to the violation
 - Fine the member up to \$5,000 (this fine is **not** awarded to the complainant)
 - Place the member on probation
 - Suspend the membership of the REALTOR®
 - Expel the member from membership
5. Money damages or earnest money disputes **cannot** be part of an ethics proceeding.