

# **Bullhead City / Mohave Valley Association of REALTORS®**

## **GENERAL POLICY**

**Definition:** The Bullhead City / Mohave Valley Association of REALTORS® shall be henceforth referred to as the “Association.”

### **Policy 1 – Access to Legal Counsel**

- (A) The current Association President, or the President’s designee, shall be the only individual(s) authorized to contact Association Counsel on Association legal matters.
- (B) In the case that the Association President is unavailable and Legal Counsel is needed immediately, the President-Elect, or the President-Elect’s designee, may contact Legal Counsel on behalf of the Association.
- (C) In any matter, no individual, including the President’s or President-Elect’s designee, may be an individual other than a current member of the Association’s Board of Directors or Association Staff.
- (D) The Association’s Legal Counsel is only to be consulted on Association legal matters when contacted by and represented as an Association Board Member or Association Staff.

### **Policy 2 – Association Equipment/Furniture**

- (A) The equipment and furniture of the Association is intended for the sole use of Association business.
- (B) Under no circumstances shall association equipment be lent, leased or rented. Association equipment is only taken offsite when under the strict supervision of Association Staff for Association purposes.

### **Policy 3 – Conference Room Rental**

- (A) The Association’s Conference Room is available for rent. Date and time of rental must be coordinated in advance with Association Staff.
- (B) Individuals who or entities which wish to rent the room must abide by the terms of the Conference Room Rental Contract. Rental fees vary. The signed Conference Room Rental Contract and appropriate rental fees and deposits must be received by the Association prior to the date of rental. The Contract is available on the Association website or by contacting Association Staff.

### **Policy 4 – Smoking**

## **Bullhead City / Mohave Valley Association of REALTORS®**

- (A)** The Association Office is a non-smoking facility. Receptacles are available near the outside corners of the building for smoking waste.