



2024 Membership Application

CONFIDENTIAL

Name _____ Current Title/Position _____

Company Name _____

Business Address _____ City _____ State _____ Zip _____

Business Phone _____ Mobile Phone _____

Business Fax _____ E-mail _____

Company Website _____

Length of Current Employment _____ Total Years in Commercial Real Estate Industry _____

Have you been/are you a member of the CREW Network? Yes _____ No _____

If so, which CREW Chapter and which years? _____

If so, when did your membership lapse (approx.): _____

MEMBERSHIP APPLYING FOR: _____ Core _____ Affiliate _____ Candidate _____ Student

CORE MEMBERSHIP

Core members are those working in the core specialties needed to complete a commercial real estate transaction.

Check which the experience level which qualifies you as a Core member:

- _____ Graduate degree with 2 or more years professional commercial real estate experience
- _____ 4 year college degree with 3 or more years professional commercial real estate experience
- _____ 3 years licensed as CRE professional with 3 or more years professional commercial real estate experience
- _____ No educational or license requirement with 5 or more years professional commercial real estate experience

PRIMARY SPECIALTY: Choose ONE of the following that best describes your business/position.

For example, an accountant working at an architecture firm would have the QFCRE of "Accounting."

For descriptions of each category, visit crewnetwork.org/join/qualified-fields-of-commercial-real-estate

Accounting	Acquisitions/Dispositions	Appraisal
Architecture	Asset Management	Brokerage
CRE Business Development	Commercial Insurance	Commercial Lending
Construction Management/GC	Consulting	Corporate Real Estate
Cost Segregation	Economic Development	Education
Engineering	Environmental	CRE Executive
Facility Management	Finance	CRE Human Resources
Interior Design/Space Planning	Investment Management	Investor Relations
Land Use Planning & Zoning	Land Surveying	Law
Market Research	Program Mgmt/Project Mgmt	Property Management
Public Sector	Quasi-Governmental Transportation & Port Authorities	Real Estate Development
Relocation Services, Corporate	Risk Management	Title/Escrow

Secondary Specialty: _____

AFFILIATE MEMBERSHIP (must fit one of the categories listed below):

Affiliate members are those who benefit by or support commercial real estate and supply a service or physical product related to the commercial real estate transaction. **Affiliate member companies are required to contribute at least \$1,000 towards MNCREW sponsorship each year.**

- ☐ Graduate degree with 2 years professional commercial experience
- ☐ 4 year college degree with 3 years professional commercial experience
- ☐ No educational requirement with 4 years professional commercial experience

PRIMARY SPECIALTY: Choose ONE of the following that best describes your business/position.

<input type="checkbox"/> Art	<input type="checkbox"/> Interior & Exterior Landscaping	<input type="checkbox"/> Painting
<input type="checkbox"/> Commercial Cleaning	<input type="checkbox"/> Marketing Agency	<input type="checkbox"/> Roofing
<input type="checkbox"/> Flooring	<input type="checkbox"/> Mechanical/Electrical	<input type="checkbox"/> Website
<input type="checkbox"/> Furniture	<input type="checkbox"/> Newspapers/Journals	<input type="checkbox"/> Other (at Board's discretion):

Secondary Specialty: _____

CANDIDATE MEMBERSHIP (must fit one of the categories listed below):

Candidate members do not yet meet the qualifications for education and experience but are in a CRE position.

- ☐ Transition from Student Membership
- ☐ Under 2 years professional commercial real estate experience
- ☐ 2 years professional commercial real estate experience
- ☐ 2 years professional commercial real estate experience with 4 year college degree
- ☐ Other: _____

PRIMARY SPECIALTY: Choose ONE of the following that best describes your business/position.

For example, an accountant working at an architecture firm would have the QFCRE of "Accounting."

For descriptions of each category, visit crewnetwork.org/join/qualified-fields-of-commercial-real-estate

<input type="checkbox"/> Accounting	<input type="checkbox"/> Acquisitions/Dispositions	<input type="checkbox"/> Appraisal
<input type="checkbox"/> Architecture	<input type="checkbox"/> Asset Management	<input type="checkbox"/> Brokerage
<input type="checkbox"/> CRE Business Development	<input type="checkbox"/> Commercial Insurance	<input type="checkbox"/> Commercial Lending
<input type="checkbox"/> Construction Management/GC	<input type="checkbox"/> Consulting	<input type="checkbox"/> Corporate Real Estate
<input type="checkbox"/> Cost Segregation	<input type="checkbox"/> Economic Development	<input type="checkbox"/> Education
<input type="checkbox"/> Engineering	<input type="checkbox"/> Environmental	<input type="checkbox"/> CRE Executive
<input type="checkbox"/> Facility Management	<input type="checkbox"/> Finance	<input type="checkbox"/> CRE Human Resources
<input type="checkbox"/> Interior Design/Space Planning	<input type="checkbox"/> Investment Management	<input type="checkbox"/> Investor Relations
<input type="checkbox"/> Land Use Planning & Zoning	<input type="checkbox"/> Land Surveying	<input type="checkbox"/> Law
<input type="checkbox"/> Market Research	<input type="checkbox"/> Program Mgmt/Project Mgmt	<input type="checkbox"/> Property Management
<input type="checkbox"/> Public Sector	<input type="checkbox"/> Quasi-Governmental Transportation & Port Authorities	<input type="checkbox"/> Real Estate Development
<input type="checkbox"/> Relocation Services, Corporate	<input type="checkbox"/> Risk Management	<input type="checkbox"/> Title/Escrow

Secondary Specialty: _____

STUDENT MEMBERSHIP:

Student members are actively pursuing a career in the commercial real estate industry through course study related to the CRE industry or related professions, as defined by the specialty categories listed above.

Estimated Graduation Date.: _____

Are you enrolled in Undergraduate or Graduate Course of Study for 12+ hours/week? _____

Major/Concentration: _____ Minor: _____

Extracurricular Involvement: _____

REFERENCES

Applicant Name: _____ Date: _____

Are you being referred by a current MNCREW member? Yes ____ No ____

If yes, list member: _____

If no, please provide your **Commercial Real Estate References** (List two (2) people, with their contact information, who can verify your activity in commercial real estate **OR** include two (2) letters of reference with your application.) ***Additional references are not needed if you are being referred by a current MNCREW member in good standing.***

1. Name _____ Position/Title: _____

Company Name _____

Business Address (City, State) _____

Phone _____ Email _____ Years Acquainted: ____

2. Name _____ Position/Title: _____

Company Name _____

Business Address (City, State) _____

Phone _____ Email _____ Years Acquainted: ____

Referred to MNCREW by (if not a MNCREW member): _____

MNCREW committee(s) interested in serving on: _____

Please see the end of this application for MNCREW committee opportunities.

Photo Waiver: By joining MNCREW and attending MNCREW events, I give permission for MNCREW to use any photographs or videos taken at the event on its website or in promotional materials without compensation. I understand that MNCREW owns all photographs and videos taken at the event

Information Acknowledgement: I hereby request and authorize any person or any business referred to in this application to give any information, and answer any questions asked by MNCREW concerning my work history, ability, current status, or character in connection with this application. I also agree to answer any questions by the Member Engagement Committee or MNCREW's Board of Directors relating to this application. Further, I agree to notify the Executive Director if at any time I am no longer engaged in commercial real estate or do not meet MNCREW membership requirements as stated in the bylaws.

_____ To the best of my knowledge, the preceding facts and statements are true.

REMINDER:

Dues paid to MNCREW are not deductible as charitable contributions for Federal income tax purposes but may be deductible as business expenses.

**** Please note that your application could take up to 60 days to approve. In the meantime you are invited to attend the monthly meetings at the member rate and are eligible to join a committee.**

PLEASE COMPLETE THE FOLLOWING INFORMATION *OR* ATTACH A RESUME *or* LINKEDIN PROFILE

Employment History

Begin with job previous to current position. Please be specific regarding duties and responsibilities.

1. Company name _____

Business address _____

City _____ **State** _____ **Zip** _____

Business Phone _____

Date Employment Began _____ **Ended** _____

Title/Position _____ **Contact** _____

Job Description _____

2. Company name _____

Business address _____

City _____ **State** _____ **Zip** _____

Business Phone _____

Date Employment Began _____ **Ended** _____

Title/Position _____ **Contact** _____

Job Description _____

Additional Information

Education _____

Other memberships, organizations, designations, etc.

How did you hear about MNCREW? _____

DUES RATES

MINNESOTA COMMERCIAL REAL ESTATE WOMEN
(MNCREW)

*** Upon approval, you will receive an invoice and payment link from CREW Network ***

2024 Membership Dues – Membership active through 12/31/2024
Mid-year dues rates go into effect June 15, 2024

CORE membership dues

\$480 (Full year)

\$390 (Mid-year – beginning June 15, 2024)

PRIMARY AFFILIATE* membership dues (first member at company)

\$1,620 (Full year - **\$1,000 will be applied towards sponsorship**)

\$1,530 (Mid-year – beginning June 15, 2024 - **\$1,000 will be applied towards sponsorship**)

***Affiliate member companies are required to sponsor at a minimum \$1,000/year.**

MNCREW staff will contact you about sponsorship options upon approval of your application.

ADDITIONAL AFFILIATE membership dues (additional members at company)

\$620 (Full year)

\$530 (Mid-year – beginning June 15, 2024)

Name of primary MNCREW member at your company: _____

If you are unsure if there are other members at your company, contact the MNCREW office to verify.

CANDIDATE membership dues:

\$495 (Full year) until eligible for CORE membership

\$405 (Mid-year – beginning June 15, 2024) until eligible for CORE membership

STUDENT (Graduate) membership dues:

\$255 (Full year)

\$165 (Mid-Year – beginning June 15, 2024)

STUDENT (Undergraduate) membership dues: \$185 (No discount mid-year)

Dues paid to MNCREW are not deductible as a charitable contribution for Federal income tax purposes but may be deductible as a business expense. MNCREW membership belongs to the individual, not the company, regardless of who pays the membership dues.



Membership Scholarship

MNCREW has a limited number of scholarships for new or renewing members who have difficulty paying their dues.

This scholarship application will be reviewed on a case-by-case basis by the Board of Directors. It is the expectation that MNCREW membership scholarship recipients intend to be active chapter members during their scholarship year. Please include up to a one-page description of your motivations to apply for this scholarship. Include details on your circumstance (i.e. company declined to fund your membership, new to the industry, etc.) and your plan to engage and support the MNCREW chapter (i.e. committee participation, attend programs and networking events, etc.).

Name _____ Company _____

Email _____ Phone _____

Are you a new or renewing MNCREW member? _____

Describe the circumstances that make it difficult for you to pay MNCREW dues (attach an additional page if necessary):

Describe how you plan to engage with and support MNCREW during your scholarship year (attach an additional page if necessary):

Submit your completed application to the MNCREW office at info@mncrew.org



MNCREW COMMITTEE OPPORTUNITIES

Every MNCREW committee provides its members with the opportunity to serve our mission of influencing the advancement of each member's career. Our members get involved, network, and grow. For more information or to get involved, please contact the committee chairs listed on the MNCREW website at minnesota.crewnetwork.org/get-involved/committees.

Communications Committee

The Communications Committee is responsible for maintaining and expanding MNCREW's presence, influence, image and brand both inside and outside the organization. Some of the responsibilities are:

- Create and publish a high-quality and well-branded electronic quarterly newsletter
- Obtain publicity for all programs and events through existing media relations and new sources
- Manage and enforce the MNCREW brand including the chapter website content and all printed collateral
- Oversee MNCREW's social media pages and content (LinkedIn, Instagram, Facebook)

Culture & Inclusion Committee

The Culture & Inclusion Committee works to support MNCREW's core values of excellence, community, leadership, and advancement and expand upon them to make sure we're working to advance the achievements of a broad range of women in the industry, including those from historically marginalized groups, which, in turn, will advance the industry as a whole. The primary role of the C&I Committee will be to serve as liaisons to all the other committees to ensure that applying MNCREW's core values to a broader range of individuals stays at the forefront of planning and initiatives each committee undertakes.

Education & Leadership Committee

The purpose of the Education & Leadership Committee is to provide educational opportunities and career skills outside of monthly programs for members. Some of the responsibilities are:

- MNCREW Book Club
- Exclusive Project Peeks for members
- Mentorship program
- Development of other educational opportunities for MNCREW members and students, including Conversations & Coffee

Events Committee

The Events Committee finds new and creative ways to maximize MNCREW membership and industry exposure through event planning. On an annual basis, the Events Committee will create events around the following criteria. The goal is to offer events that are fun, fresh and ever-changing. Some of the responsibilities are:

- Hold events that benefit the CREW Network Foundation
- Hold events that promote networking through social engagement for all members including emerging leaders and legacy members
- Past event examples include: golf event, the MNCREW Celebration Awards, boat cruise, and Handbag Bingo

Finance Committee

The purpose of the Finance Committee is to monitor the finances of MNCREW and make prudent and fiscally sound recommendations to the Board of Directors so that MNCREW's financial position remains healthy. Works under the direction of MNCREW's Treasurer. Some of the responsibilities are:

- Provide oversight of financial statements, bank account reconciliations and audits
- Lead budgeting activities with Treasurer and finalize budget for approval by the Board
- Review "actual to budget" summaries and provide variance summaries to Treasurer
- Review investments and provide investment recommendations and strategy



MNCREW COMMITTEE OPPORTUNITIES

Member Engagement Committee

The focus of the Member Engagement Committee is to identify and recruit new members and ensure existing members are inspired to actively participate in the CREW Network. The committee recruits and retains members who will, in turn, broaden the range of experience levels and professional disciplines within the organization. Some of the responsibilities are:

- Recruit new members while working to retain existing members
- Strategically create and implement a targeted plan to reach out to prospective new members ensuring a cross section of the industry and diverse membership base
- Greeting new members at monthly programs and events
- Acts as a central resource for membership information and promote the value of CREW Network membership to potential and active members
- Process new member applications

Programs Committee

The Programs Committee's goal is to provide high quality speakers and topics that are timely, informative and of interest to MNCREW's diverse membership at the MNCREW monthly meetings. Some of the responsibilities are:

- Create program topics for monthly programs and recruit speakers
- Lead/moderate monthly programs
- Create course descriptions and learning objectives to qualify for real estate credits
- Manage venue contract and issues for monthly programs
- Collaborate with Sponsor and Member Engagement Committees to plan programs that support their initiatives

Rising Leaders

The Rising Leaders is a peer group of professionals in the beginning phase of their career, starting at a new company, new to the Twin Cities, or new to MNCREW.

Sponsor Engagement Committee

The Sponsor Engagement Committee educates our member companies and the commercial real estate industry at large on the benefits of supporting MNCREW. Some of the responsibilities are:

- Develop and conduct the annual sponsorship drive and subsequent drive campaigns
- Design sponsor benefit packages
- Encourage and solicit MNCREW member and non-member sponsorships where applicable
- Coordinate sponsorship information with MNCREW staff to make sure sponsors are receiving all benefits due
- Greatest focus for this committee is September through February timeframe

Signature Event Committee

The Signature Event Committee develops and executes the annual signature event for MNCREW and the larger community. In 2019, the committee launched the inaugural MNCORK: Battle of the Bottles event and has continued to reinvent the MNCORK concept each year.