



**CCAR**  
CONTRA COSTA  
ASSOCIATION OF REALTORS®  
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## D-23: REQUEST FOR AN ETHICS ADVOCATE

If you desire assistance with the disciplinary process, the Association can provide you with an Ethics Advocate (“EA”). The EA will help you complete the required forms, if you wish. In addition, at your option, the EA can represent you at any hearings that may be held in connection with your case and assist you through the hearing procedures. Please note: You will still be required to attend any hearings. If you wish to be assisted by an EA, please complete and submit this form.

### Please indicate if you wish to be contacted by an EA.

- I wish to be represented by an EA and have completed my Form D-23A “Ethics Advocate Acceptance.”
- I have also completed and enclosed Form D-23B “Communication Preference.”

### Contact information:

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

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

City, State, Zip: \_\_\_\_\_

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

Email: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Please return to:

Contra Costa Association of REALTORS®  
Attn: Pam Martin  
1870 Olympic Boulevard, Suite 200  
Walnut Creek, CA 94596  
925.295.9220



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## D-23A: ETHICS ADVOCATE ACCEPTANCE

\_\_\_\_\_, **Complainant(s) vs.**  
\_\_\_\_\_, **Respondent(s)**

### Right to Challenge Ethics Advocates

You are requesting the assistance of an Ethics Advocate ("EA") for the above-referenced matter. You may challenge any potential EA. The EA chosen to assist you will be one of those listed below whom you do not challenge. Challenges must be in writing and submitted prior to the assignment of an EA to assist you. The following persons listed below or on the attached list are eligible to serve as EAs for the hearing and may be selected to serve as your EA. Please check the appropriate box below.

Leticia Almaro Nicolini, Rich Burris, Melinda Byrne  
Phil Deutscher, Diane Ramirez, Monique Young

- I have no objection to the any of the above EAs.
  
- I object to one or more EAs and have included a list setting forth the names of the EA(s) to whom I object.

### Hold Harmless

I hereby release, discharge and hold harmless Contra Costa Association of REALTORS® and the EA from and against any and all claims, actions, damages, liabilities, losses, costs or expenses that I now have or may hereafter have arising out of the assistance of an EA in connection with the above-referenced Case. I further expressly agree that the foregoing release is intended to be as broad and inclusive as permitted by the laws of the state of California and that if any portion thereof is held invalid, it is agreed that the remainder of the release shall, notwithstanding, continue in full force and effect.

**By signing below you warrant that you understand and agree to the above Hold Harmless Agreement.**

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

Party's Signature: \_\_\_\_\_

Party's Name (Type or Print): \_\_\_\_\_

**If you do not sign the Hold Harmless Agreement above, no EA will be assigned to assist you.**



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**D-23B: ETHICS ADVOCATE  
COMMUNICATION PREFERENCE**  
(Please complete a separate form for each party)

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

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

City, State, Zip: \_\_\_\_\_

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

Hours to call: \_\_\_\_\_

Work phone: \_\_\_\_\_

Do not contact work

Hours to call: \_\_\_\_\_

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

Cell phone: \_\_\_\_\_

Email: \_\_\_\_\_

I request written notifications be:

- Mailed to home address
- Emailed

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