

# International Real Estate Federation, American Chapter (FIABCI-USA) Research Guide

## NAR Archives Research Guide

The National Association of REALTORS® Archives produces Research Guides with the goal of helping members, scholars, and staff locate information held in the Archives. Each Guide covers one series of records, providing historical background and context on how the materials relate to NAR as a whole. In addition, the Guides contain content lists, brief notes about the materials, and box locations within the Archives. Researchers can use these Guides to gain a better understanding of the materials and quickly decide which records may be most relevant to their research.

## International Real Estate Federation (FIABCI)

### Series D9

<https://realtor.soutrnglobal.net/Portal/Members/en-US/RecordView/Index/5915>

FIABCI, International Real Estate Federation is an international umbrella organization founded in Paris in 1951. With chapters in over 70 countries, FIABCI provides real estate professionals with contacts and business opportunities worldwide. Its members represent over 40 different real estate professions, able to provide their diverse expertise to clients and communities around the world. In 1954, FIABCI received special consulting status with the Economic and Social Council of the United Nations and since then, has assisted the UN in addressing global housing and environmental issues. Its mission is to provide networking opportunities to real estate professionals who are interested in gaining knowledge and sharing information. FIABCI is also an advocate for sustainable development and continues to educate its members on international environmental issues and the real estate industry's role in environmental preservation.

The FIABCI collection consists mainly of conference and international meeting records including conference speaker publications, meeting minutes, business plans, and seminars/courses. The collection also includes annual membership rosters, company correspondence, the organization's by-laws and codes of professional ethics, and several bound materials on company meetings and course material.

## Collection:

### D9:01 FIABCI organization & operation

#### D9:01 Box 1

- FIABCI company correspondence, memorandums, and proposals, 1926-2003.
  - Includes committee and Board of Directors correspondence, newspaper clippings/releases related to organization amendments and upcoming meetings, letters of resignation and promotion, inter-office memorandums, thank you letters, committee proposals, financial statements, and blank survey sheets/questionnaires. It also contains a photocopy of the 1976 president, John Cotton.
- FIABCI officer handbook, reports on international policy, mission statement, and business plans.
  - Includes a chronology of FIABCI and NAR relationships, the organizations mission statement containing its goals and objectives, a global business plan, and an officer handbook containing regulations and statutes, rules of arbitration, official bodies, a five-year plan, and the FIABCI action document. It also includes an international policy group report, providing a summary of its major issues, international purposes and objectives, budget plans, and committee compositions, as well as a statement of policy on land use and the environment.
- FIABCI international chapter policies and projects 1971-1993.
  - Includes, reports on the FIABCI Denmark Chapter, investment incentives in France, programs and congress files on the FIABCI British Chapter, housing project in Geneva, Stockholm Congress resolutions containing a “haves and wants” sheet, property management for foreign clients, annual report and accounts from the Singapore Institute of Surveyors and Valuers, bilateral cooperation agreement with Ireland, memorandum of understanding with Japan and a 1993 Real Estate booklet from the Polish branch.
- FIABCI USA membership survey, 1986.

#### D9:01 Box 2

- FIABCI international chapter surveys.
  - Survey results from different chapters including France, Belgium, Canada, Denmark, Philippines, Norway, Pakistan, New Zealand, Austria, Monaco, Taiwan, Singapore, Greece, Malaysia, Cyprus, Tunisia, Switzerland, Uruguay, Brazil, Columbia, Australia, The Netherlands, Indonesia, Japan, Finland, United Kingdom, Germany, Ireland, Hong-Kong, Thailand, Israel, Sweden, Venezuela, United Arab Emirates, Italy, Mexico, Spain, Nigeria, and global.
- Archival notes and scans, 1951-1985.
  - Contains notes on the history of FIABCI and scans of newsletters, company correspondence and Board of Directors/Committee meeting minutes. Important to note that the original documents of some of these scans could not be located and are therefore maintained in original order with the remainder of the notes.
- Correspondence regarding the separation of NAR and FIABCI-USA, 1989-1990

- Correspondence from NAR to FIABCI members about the vote to separate from FIABCI and the status of FIABCI programs after that separation.

## D9:02 FIABCI governance & leadership

### D9:02 Box 1

- FIABCI Board of Directors and committee minutes, 1956-1981.
  - Includes Board of Directors minutes, and chapter minutes with both Directors and members. Important to note that these minutes were maintained in original order and though some of them contain meeting minutes with member attendees, then bulk of the minutes pertain to Chapter presidents and Board of Directors.
  - Includes meeting minutes called to order by Chairman Carnahan with a list of attendees and financial reports. It also contains minutes by FIABCI President John Tuccillo, n.d.

## **D9:03 FIABCI Membership Rosters, Guidelines, & Recruiting Material**

### **D9:03 Box 1-3**

- FIABCI membership directories, both international and chapter specific, 1965-1995.
  - International membership roster, 1965.
  - British Chapter membership roster, 1973.
  - American Chapter membership roster 1973-1974.
  - Canadian Chapter membership roster 1976.
  - International membership directory, 1978-1995.

### **D9:03 Box 3**

- Membership recruitment pamphlets, application forms, and FIABCI passport.
  - Includes membership brochures, and course catalogs, and a blank membership certificate.

## **D9:04 FIABCI Education & designations**

### **D9:04 Box 1**

- FIABCI-USA International Real Estate Course: Federal and State Regulation, 1984
  - A course on tax planning for foreign investment in US real estate.

## **D9:05 FIABCI Conventions & Meetings**

### **D9:05 Box 1-5**

- Convention pamphlets, seminar publications, application sheets 1958 – 1993.
  - Includes pamphlets for international conference/course schedules and proceedings, conference/course handout materials, applications to sign up for seminars/courses, speaker publications and convention topics, and lists of convention participants. It also contains case studies, meeting proposals and plans, as well as future recommendations.

### **D9:05 Box 3-4**

- The Third International Shelter Conference, April 24-30, 1990.
  - Contains speaker notes, conference proceedings and sessions, seminar courses, business plans, and future recommendations.

### **D9:05 Box 6**

- Convention photographs and sketches n.d.
  - Contains photos of panelists, speakers, committee leaders, and members. It also contains layouts of the NAR conference booth, as well as a sketch of the FIABCI passport bulletin.
- Conference minutes from speaker Don Campbell's Address, n.d.

### **D9:05 Box 8**

- Company correspondence and meeting minutes regarding Habitat Conference (UN Conference on Human Settlements), 1976-1981.
- Habitat Conference brochures, packets, booklets, catalogs and subscriptions, 1975-1976.
  - Includes Conference brochures/pamphlets, handbooks and catalogs, Habitat ticket stub, forums, invitations and subscriptions to Habitat, as well as subscriptions to Habitat books and journals. It also contains information packets provided at the Conference with brochures, handbooks, itineraries, and other essential Habitat resources inside.
- Statements, speeches and addresses made at and for the Habitat Conference, 1976.
  - Includes delegation speeches, speaker's addresses, and presidential memorandums. It also includes a statement by Enrique Penalosa with an attachment of the Declaration of the Vancouver Symposium.
- FIABCI 27<sup>th</sup> Congress resolutions regarding Recommendations of National Action and amendments to Recommendations to National Action, 1976.
  - Includes FIABCI's resolutions to be presented at the Habitat Conference, news releases and memorandums regarding the 27<sup>th</sup> Congressional meeting, and talking points on the Recommendations for National Action. The folder also contains proposed amendments to Recommendations for National Action by the committees representing the Habitat Conference.

#### **D9:05 Box 9-10**

- Habitat Conference overviews, reports, agendas, 1975-1976.
  - Includes summary reports, Conference overviews, committee summaries, schedules and agendas, as well as proceeding reports and memorandums.
- Habitat newsletters, press releases, and news articles regarding Habitat, 1975-1977.
  - Newsletters include Department of Housing and Urban Developments (HUD) News and Jericho: The Habitat Newspaper, as well as others.
- Publications
  - Draper World Population Fund: The Problems of Human Settlements, Volume 2, Spring 1976.
    - 2 copies of the volume
  - Habitat Un Conference on Human Settlements: Habitat Study Tours, 1976.
    - Written in English, Spanish, and French.
  - Human Settlements: Special Habitat Issue, Volume 5, Number 1, May 1976.
  - National Report of the Federal Republic of Germany for the United Nations Conference on Human Settlements, n.d.
  - Growth Development of Human Settlements: United States Perspectives, 1976.
    - Contains individual booklets on national growth and development such as: 1976 Report on Growth and Development: The Changing Issues for National Growth, Executive Summary of the 1976 Report on National Growth and Development: The Changing Issues for National Growth, Urban Growth Management: Summary Evaluation Research, State Growth Management, The United States and its International Programs for Human Settlements, Perspectives on National Growth and Development, and Summary of Proceedings of the 1976 Seminars on Growth and Development.
- Health and Environment in Human Settlements, 1975.
- Proposals for an International Human-Settlement Information System, 1976.
- Effects of Economic Conditions on Human Settlements, 1976.
- Humanizing Settlements, 1976.
- Centre for Housing, Building and Planning United Nations: Technical Co-operation Activities, n.d.

#### **D9:05 Box 10**

- Reports, newsletters, and publications regarding land use and the environment
  - Includes a FIABCI statement of policy on Land Use and the Environment, a publication called “The Land Development Process as it Affects the Supply of New Housing Within The Greater Vancouver Regional District”, and a UNICEF NEWS article on “The Child and the Environment”.
- Document Lists from Habitat Conference
  - List of documents prepared under the Aegis of the Habitat Secretariat



- Conference registration list
- List of capsules: capsules of audio/visual presentations that arrived at the conference too late to be included in the audio visual catalog (audio visual catalog is located in D9:05 box 8 brochures folder)

#### **D9:05 Bound Materials**

- FIABCI 40<sup>th</sup> Congress of the International Real Estate Federation, Vienna, 1989.
  - Located in D9:05 Box 7
- FIABCI Proceedings, 1956-1968.
- Habitat blank journals with illustrations
  - Three copies of the journal located in D:05 Box 7.
  - Memo inside on journal indicating they were presented to NAR archives by H. Jackson Pontius on October 9, 1989.
  - Reproduction of the prints is by special arrangement with the West Baffin Eskimo Co-operative.

## D6:06 FIABCI Publications

### D6:06 Box 1-2

- Newsletters, 1954-2008
  - FIABCI Bulletin, booklet with newsletters in reverse chronological order, 1954-1965.
  - News articles including FIABCI Bulletin, FIABCI Reporter, FIABCI-USA, FIABCI Press, Financial News, International Real Estate Update, and Global Perspectives in Real Estate, 1964-2008.
- Publications, 1961-1995
  - Realtor Studies: In European Countries, 1961.
    - Two copies of this volume.
  - FIABCI Trilingual Professional Real Estate Vocabulary: French-English-German, 1964.
    - Three copies of this volume.
  - Realtor Studies: In European Countries, 1965.
  - FIABCI Real Estate Glossary, 1968.
  - FIABCI Standing Committee on Real Estate and Fiscal Legislation: A Survey of the Legislation of 14 Countries, 1968.
  - FIABCI Real Estate Guide, 1978.
    - Five copies of this volume in several different formats.
  - International Real Estate Markets: A Comparative Study of Selected Nations, 1978.
    - Three copies of this volume.
  - World Economic and Real Estate Outlook, 1980.
  - Real Estate Conditions and Outlook: A Survey of Real Estate Professionals, 1981.
  - World Economic and Real Estate Outlook, 1982.
  - FIABCI: A Preliminary Study on Housing for Senior Citizens, 1989.
  - FIABCI: A Preliminary Study on Environmental Preservation and the Real Estate Industry, 1989.
  - FIABCI: A Preliminary Study on World Squatter Conditions, 1989.
  - FIABCI Panorama: Real Estate in 1990, 1990.
  - Real Estate Issues in Vietnam: Rediscovering Lost “Ground”, 1995.
    - Two copies of this volume.