

## NEW MEMBER PROCESS:

-Have new agent **call for an appointment** with Membership Coordinator, Nancy Huckabee 910-692-8988

-Agent needs to bring:

-copy of NC RE Commission, firm affiliation form that has been submitted

-original copy of "Application for MCRAR REALTOR Membership" completed and signed by the BIC

-copy of NC REC license (Pocket) card

### \*\*Fees NEW REALTOR (this includes SECONDARY \*realtor as well)

\$800 one time application fee for Association

\$581 annual dues(local,state,national) full amount payable January, after January the amount is prorated throughout the year. Call for amount. (SECONDARY realtor pays only LOCAL annual dues of \$261 and does not pay state and national, as they are paid through their Primary Board)

### \*\*Fees NEW MLS Member with MCRAR Association Membership

\$100 one time application fee for MLS

\$48 MLS monthly dues (invoiced to BIC)

\$16.40 monthly fee to Supra for lockbox ekey access (app on phone)

-We accept CC and debit cards. If paying by check, checks need to be payable to separate accounts:

\$800 = payable to MCRAOR

\$100 = payable to MCRMLS

\$581 (or prorated dues payment) = payable to NAR

\*\*Fee MLS MEMBER ONLY (has a primary association elsewhere but wants to be affiliated with a firm that is already a member of our MLS)

\$100 one time application fee for MLS

\$75 MLS monthly dues (invoiced to BIC)

-Agent needs to bring:

-original MLS form "Non-Member Application for Participation in the MLS" completed and signed by BIC

- Letter of Good Standing from primary association
- Copy of NCRE license card

**\*\*Fees TRANSFER MEMBER:**

**\$50 MLS transfer fee accompanied by the "MLS Transfer Form" \*\***

**\$50 Assoc transfer fee accompanied by the "Assoc Transfer Form"**

Forms filled out by agent and BOTH BICS (former and present).

It is important that the MLS transfer form\*\* have ACTIVE listings checked for transferring to the NEW company as well as a list of lockboxes (if they will be transferred).

All PENDING listings stay with the firm the agent is leaving until the listing is closed.

**\*\*ADMIN:**

**\$10 monthly MLS access fee (invoiced to the BIC)**

Complete the Admin Assistant form and email to Assoc office. They must have their own email account. Indicate on the form if the admin needs to have the ability to assume member accounts or who they need to assume.

Admins will be emailed a username and password along with a set of MLS Rules and Regs.

**Adding an ADMIN with an active RE license:**

If the admin has an active license affiliated with a firm on the NCREC, they must be a member of our Association or an Association and pay MLS dues.

If the admin has an active real estate license but NOT affiliated with a firm on the NCREC, they must complete a MLS waiver form that will be approved by the MLS BOARD OF DIRECTORS. The admin will NOT be entered into the MLS until the waiver is approved.

**NON-MEMBER SALES PERSON (NMSP) definition:**

A licensed real estate agent whose license sits with a BIC who is a member of the Association. This agents elects not to join the local Association. In that case, the BIC is liable for the Non-Member fee assessed to the BIC of any agent who is not a member of a Local Association (local, state, national - the \$35

**Image Campaign fee charged by NAR) \$546.**

**They are not a REALTOR and receive NO benefits from the Association and MLS. They benefit from “hanging their license with a firm” that has a BIC who is a REALTOR.**