



Central Hill Country Board of REALTORS®

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Thank you for your recent interest in joining the Central Hill Country Board of REALTORS® as a secondary REALTOR® member.

In order for a sponsored salesperson to join CHCBR, the Designated REALTOR® must be either a Primary or Secondary member of the Central Hill Country Board of REALTORS®

The Multiple Listing Service is an optional service offered by the Board to Designated REALTORS®. If you elect to become an MLS Participant, you become personally responsible for payment of MLS invoices for your office and for compliance with the MLS Rules and Regulations by real estate licensees or certified or licensed appraisers, who are associated with your firm. If any licensed person with your firm elects to NOT participate in the MLS, the MLS Waiver must be completed on an annual basis.

The Board's credit policy for multiple listing services are as follows: Quarterly MLS invoices are sent five weeks in advance. Payment is required by the 1st day of each quarter. A late fee of \$25 will be assessed on all past due invoices. Should payment not be made within one month after the due date, the non-paying Member is subject to suspension at the discretion of the Board of Directors.

There are four steps that must be completed to become a secondary REALTOR® member of the Central Hill Country Board of REALTORS®.

The prorated annual dues are payable immediately.

1: Collection of Membership Dues

Dues are pro-rated monthly. Please contact the board office for dues amount. **Dues are non refundable and are not transferable from one person to another.** The Application fee is **\$150.00** and should accompany your completed [Board Membership Application](#).

Dues are the same for designated brokers, broker associates, salespersons, and licensed or certified appraisers.

2: Submit a completed **MLS Application**, along with the MLS Participation fee of **\$350.00** for the DR and **\$50.00** for each additional salesperson in your office. If any licensed person with your firm elects to NOT participate in the MLS, the MLS Waiver must be submitted. You must also submit the **Annual Broker Certification Form**, listing all REALTORS and Licensees in your office. MLS Participation is **currently** \$98.75 per quarter.

3. Submit the MLS Waiver (if necessary.)

4. Submit a Letter of Good Standing from your current Board of REALTORS® (if applicable.)

Please contact the Central Hill Country Board of REALTORS® should you have any questions. 830-997-4758 or mail@chcbr.org.

Please Sign, Date and return this letter along with your forms and payment.

Signature

Date