



880 N Dean Rd. Auburn , AL 36830 334-321-0606 Fax 443-32-0607

## PARTICIPATING BROKER MEMBERSHIP APPLICATION

### SECTION I

NAME \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

I hereby apply for REALTOR® (primary, secondary, or Designated) or REALTOR-ASSOCIATE® membership in the above named board/association, and enclose my check in the amount of \$\_\_\_\_\_, which I understand will be returned to me in the event I am not accepted to membership. In the event my application is approved, I agree as a condition to membership to complete the indoctrination course of the above named board/association, if any, and otherwise on my own initiative to thoroughly familiarize myself with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, including the duty to arbitrate business disputes in accordance with the *Code of Ethics and Arbitration Manual* of the board and the constitution, bylaws, and rules and regulations of the above named board, the state association and the National Association, and I further agree to complete satisfactorily a reasonable and nondiscriminatory written examination covering such Code, constitution, bylaws, rules and regulations, and duty to arbitrate. I further agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, constitution, bylaws, rules and regulations, and duty to arbitrate, all as from time to time amended. Finally, I consent and authorize the board, through its membership committee or otherwise, to invite and receive information and comment about me from any member or other person, and I agree that any information and comment furnished to the board by any member or other person in response to any such invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel, or defamation of character.

**NOTE:** Applicant acknowledges that the board/association will maintain a membership file of information, which may be shared with other boards/associations where applicant subsequently seeks membership. This file shall include: previous applications for membership; all final findings of Code of Ethics violations and violations of other membership duties within the past three (3) years; pending complaints alleging violations of the Code of Ethics or alleging violations of other membership duties; incomplete or pending disciplinary measures; pending arbitration requests; and information related to unpaid arbitration awards or unpaid financial obligations to the board/association or its MLS.

**NOTE:** Applicant acknowledges that if accepted as a member and he/she subsequently resigns from the board or otherwise causes membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of membership upon applicant's certification that he/she will submit to the pending ethics proceeding and will abide by the decision of the hearing panel. If applicant resigns or otherwise causes membership to terminate, the duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided the dispute arose while applicant was a REALTOR®.

**NOTE:** Dues payments to the board/association are not tax deductible as charitable contributions. Portions of such payments may be tax deductible as ordinary and necessary business expenses.

I hereby submit the following information for your consideration:

REAL ESTATE LICENSE NUMBER \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

NAME OF FIRM \_\_\_\_\_ PHONE \_\_\_\_\_

OFFICE ADDRESS \_\_\_\_\_  
(street) (city) (state) (zip)

POSITION WITH FIRM \_\_\_\_\_

FAX \_\_\_\_\_ PHONE \_\_\_\_\_

I agree that, if accepted for membership in the board, I will pay the fees and dues as from time to time established.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**SECTION II**

Are you a member of an institute, society or council affiliated with the NATIONAL ASSOCIATION OF REALTORS®? YES NO

If yes, please indicate name of affiliated institute, society or council:

\_\_\_\_\_

List below any professional designations you hold:

\_\_\_\_\_

**Note:** An applicant for Institute Affiliate Membership shall supply to the Membership committee evidence that applicant holds a professional designation awarded by a institute, society or council affiliated with the NATIONAL ASSOCIATION OF REALTORS® that addresses a specialty area other than residential brokerage or who otherwise holds a class of membership in such institute, society or council that confers the right hold office. Any such individual, if otherwise eligible, may elect to hold REALTOR or REALTOR-ASSOCIATE membership, subject to payment of applicable dues for such membership.

Are you currently a member of another board or association which is affiliated with the NATIONAL ASSOCIATION OF REALTORS® or have you held membership in another board or association within the past three (3) years? YES NO

If "yes," list each board and association where membership was held, type of membership held, and approximate dates of membership.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you been a user or subscriber in a multiple listing service which is owned and operated by a board or association affiliated with the NATIONAL ASSOCIATION OF REALTORS® within the past three (3) years? YES NO

If "yes," list the name of each MLS and the approximate dates of participation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SECTION III**

I hereby certify that the foregoing information furnished by me is true and correct, and I agree that failure to provide complete and accurate information as requested, or any misstatement of fact, may be grounds for revocation of my membership, if granted.

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

## SECTION IV

Information supplied under section V is not required. However, it will assist the board/association in establishing historical data regarding its members. Information furnished under Section V will not be used in evaluating an applicant's qualifications for membership.

Place of birth: \_\_\_\_\_  
(city or county) (state) (county)

Date of Birth: \_\_\_\_\_ Ethnic/national origin: \_\_\_\_\_ Highest level of education completed \_\_\_\_\_

First entered the real estate business on \_\_\_\_\_, at \_\_\_\_\_  
(date) (city) (state)

First licensed in the State of Alabama on \_\_\_\_\_ and continuously licensed since \_\_\_\_\_ How many years  
have you been active in the real estate profession? \_\_\_\_\_ In what phase of real estate do you specialize? \_\_\_\_\_

In what other business have you been engaged?

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_, at \_\_\_\_\_  
\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_, at \_\_\_\_\_  
\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_, at \_\_\_\_\_

Established is present location on \_\_\_\_\_. Previous residence: \_\_\_\_\_

List Names of board committees on which you would be interest in serving: \_\_\_\_\_

Are you now employed by or engaged in any other business or profession? YES NO \_\_\_\_\_

Are you now a member of, or have you ever held membership in a real estate board not affiliated with the NATIONAL ASSOCIATION OF REALTORS®? YES NO If "yes", list the names of each other such board, the type of membership held, and dates establishing the time period during which membership has been held: \_\_\_\_\_  
\_\_\_\_\_

## SECTION V

This section must be completed by applicants for REALTOR® Membership, whether primary or secondary, who are principals, partners, corporate officers, or branch office managers.

State the names and titles of all other principals, partners, or corporate officers of your firm.

\_\_\_\_\_  
(Name) (Title)  
\_\_\_\_\_  
(Name) (Title)  
\_\_\_\_\_  
(Name) (Title)

Is the office address specified in Section I your principal place of business? Yes No

List the names and addresses of all branch offices or other real estate firms in which you are a principal, partner, or corporate officer:

\_\_\_\_\_  
(Name) (address)  
\_\_\_\_\_  
(Name) (address)

(Name)

(address)

Business and credit references:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bank references:

General Account: \_\_\_\_\_

Escrow Account: \_\_\_\_\_

Others: \_\_\_\_\_

Are you or is any real estate firm in which you are a sole proprietor, general partner or corporate officer involved in any pending bankruptcy or insolvency proceeding or have you or any real estate firm in which you are a sole proprietor, general partner or corporate officer been adjudged bankrupt in the past three (3) years?      YES      NO

If yes, specify the places(s) and date(s) of such action, and detail the circumstances relating thereto: (attach separate sheet if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE:** Applicant acknowledges that if the applicant or any real estate firm in which the applicant is a sole proprietor, general partner, or corporate officer is involved in any pending bankruptcy or insolvency proceedings or has been adjudged bankrupt in the past three (3) years, the board/association may require, as a condition of membership, that the applicant pay cash in advance for board/association and MLS fees for up to one (1) year from the date that membership is approved or from the date that the applicant is discharged from bankruptcy (whichever is later) or, in the event that bankruptcy proceedings are initiated subsequent to obtaining membership in the board/association, that the member may be placed on a "cash basis" from the date that bankruptcy is initiated until one (1) year from the date that the member has been discharged from bankruptcy.

Do you hold, or have you ever held, a real estate license in any other state?      Yes      No

If yes, please specify name of state and license number: \_\_\_\_\_

Has your real estate license, in this or any other state, been suspended or revoked?      Yes      No

If yes, specify the place(s) and date(s) of such action, and detail the circumstances relating thereto: (Attach separate sheet if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there now any pending or unresolved complaints, or have there been within the past 3 years, any complaints against you or the firm with which you have been associated before any state real estate regulatory agency or any other agency of government?      YES      NO

If "yes", specify the substance of each complaint in each state, the agency before which complaint was made, and the current status or resolution of such complaint: (attach separate sheet if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of a felony?      Yes      No

If so, give details including state and court of conviction: (attach separate sheet if necessary)

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**APPENDIX 1**

**Voluntary Information**

Addendum to the application for membership in the Lee County Association of REALTORS®, Inc.

Information supplied on this addendum is not required but will assist the board/association in establishing historical data regarding its members. Information furnished on this form will not be used in evaluating an applicant's qualifications for membership. The association encourages persons of all racial and ethnic groups, both sexes, with and without disabilities, and individuals otherwise protected from discrimination by the Fair Housing Act, to participate at all levels within the REALTOR® Association.

**Voluntary information concerning race and ethnic/national origin of applicant:**

- African-American/Black (not of Hispanic origin)
- American Indian or Alaskan Native
- Asian or Pacific Islander
- Hispanic
- White (not of Hispanic origin)

**MLS Participation Agreement**

Lee County Association of REALTORS®

Name of Participant: \_\_\_\_\_

Office Address \_\_\_\_\_  
\_\_\_\_\_

Primary Board \_\_\_\_\_  
Or Association \_\_\_\_\_

I agree as a condition of participation in the MLS to abide by all relevant bylaws, rules and other obligations of participation including payment of fees. I confirm that I currently, and will on a continual and ongoing basis in the operation of my real estate business activities, actively endeavor to list real property of the type filed with the MLS and/or accept offers of cooperation and compensation made by other Participants through the MLS. I agree that I must continue to engage in such activities during my participation in the MLS. I acknowledge that failure to abide by these conditions of participation on an ongoing basis may result in potential suspension or termination of MLS participatory rights after a hearing in accordance with the MLS's established procedures.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Lee County Association of REALTORS®, Inc.**  
**2204 Gateway Dr. Suite E**  
**Opelika, AL 36801-6833**  
**Email: leecoar@hiwaay.net**  
**(334) 749-5578 FAX (334)749-9470**

**REALTOR® Association Consent Form**

Company name for which consent is being provided:

\_\_\_\_\_

Name of person authorized to provide such consent:

\_\_\_\_\_

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

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

Telephone Number: (\_\_\_\_\_)\_\_\_\_\_

Fax Number: (\_\_\_\_\_)\_\_\_\_\_

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

I understand that by providing above my mailing address(es), email address(es), telephone number(s), and fax number(s), I consent to receive communications sent from the Lee County Association of REALTORS®, the Alabama Association of REALTORS®, and the National Association of REALTORS® via U.S. mail, email, telephone, or facsimile at those number(s)/location(s).

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

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

We request notification if any of the above addresses or numbers change.

**NEW MEMBER INFORMATION FOR (NRDS)  
NATIONAL REALTORS® DATABASE SYSTEM**

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

Do you want to receive publications from the Alabama Association of REALTORS® (AAR) and the National Association of REALTORS® (NAR)? If so, where do you want your publications mailed? (CIRCLE ONE.)

**Office Address *or* Home**

Do you want your home, cell and/or pager number *in NRDS*? If yes please indicate,

\_\_\_\_\_

After you have been added to NAR's database you may change your own information in NRDS at [www.realtor.org](http://www.realtor.org), then go to **One REALTOR Place**.

In order to remain a member in good standing, you must take a course on the National Association of REALTORS®'S *Code of Ethics* within six months after becoming a member. Use your NRDS number to register on [www.realtor.org](http://www.realtor.org). Once you've registered, scroll down to find REALTORS® Ethics Courses on the left menu. We understand that you need not complete the course in one sitting – the program will hold your place from the last session. CE Credit is not given on this 2 ½ hour New Member Course because new licensees do not need CE.

Alternatively, you may take a CE Course and provides the Association Office a copy of the Certificate.

# Navica MLS Internet Access Authorization Form

\*\*\*Return to Board Office\*\*\*

**Board Name <u>Lee County Association of REALTORS®, Inc.</u>	Phone: <u>334-321-0606</u>
*Office Name _____	Phone: _____
* Name _____	Office Fax: _____
* Phone : _____	

\*Password \_\_\_\_\_ (Can use numbers and/or letters) \*Agent # \_\_\_\_\_ \*Office # \_\_\_\_\_

\*User email address \_\_\_\_\_

**Access Level** (please check appropriate box)

- Broker   
  Agent   
  Appraiser   
  Office Staff   
  Board Staff   
  Other  
 Personal Assistant, Assistant to \_\_\_\_\_

### SEI INTERNET SITE ACCEPTABLE USE POLICY

It is not practical for Systems Engineering, Inc. (SEI) to monitor the content of information passing through its network. SEI exercises no control whatsoever over the content of any information passing through its network and is not responsible for damages customers may suffer for any reason. The persons and organizations, including SEI customers, who publish materials and information which are accessible through the SEI network are solely responsible for the content of such materials and information, and are solely responsible to know and to comply with all laws applicable to the publication of such materials and information. SEI will cooperate with legal authorities in the investigation of any suspected criminal or civil infringements.

SEI services are only to be used for lawful purposes. Customers may not transmit, retransmit or store material in violation of any Federal or state laws or regulations, including but not limited to, obscenity, indecency, defamation or infringement of trademark or copyright. SEI customers may not, nor may they permit or assist others to, abuse or fraudulently use SEI products and services, including but not limited to the following activities:

- Pornography: It is illegal under Federal Child exploitation statutes to possess, produce, receive, transport or distribute by any means, including computer, visual depictions of "sexual intercourse" and/or "sexually explicit conduct" involving children. SEI will not tolerate any use of its products and services surrounding these activities.
- Denial of Service: Knowingly engaging in any activities that will cause a denial-of-service (e.g., synchronized number sequence attacks) to any user, host or network is prohibited.
- Distribution of Viruses: Intentional distribution of software that attempts to and/or causes damage or annoyance to persons, data and/or computer systems is prohibited.
- Email/Message Forging: Forging any message header, in part or whole, of any electronic transmission, originating or passing through the SEI network is in violation of this AUP.
- Email Spamming or Mailbombing: Transmitting of unsolicited Email to multiple recipients, sending large amounts of Email repeatedly to a person to harass or threaten or attempting to use SEI servers as mail drops or name servers for spam will not be tolerated. Such offenses negatively impact system performance and are an abuse of Internet resources. Each abuse will be billed at \$500 per message/recipient, and may also result in suspension or termination of service.
- Fraudulent Activities: Fraud is an intentional misrepresentation or misleading statement, writing or activity made with the intent that the person receiving it will act upon it, or obtaining or attempting to obtain service by any means or device with intent to avoid payment.
- Hacking or "Spoofing": SEI will not tolerate any customer of end-user attempting to access any computer resource not belonging to that user, or attempting to penetrate security measures of other systems, whether or not the intrusion results in corruption or loss of data.
- Network Sabotage: Any use of SEI products and services to interfere with the use of Internet resources or the SEI network by other customers or end-users is prohibited.
- Pyramid Schemes: Posting of such scans may result in legal inquiries, suspension and/or termination of services.
- Unlawful Acts: Any use of SEI products and services to violate the law or in aid of any unlawful act is strictly prohibited.
- Usenet Spamming: Posting of messages to usegroups that is irrelevant, blanket posting of messages to multiple newsgroups and the posting of harassing and/or threatening messages will not be tolerated.

I acknowledge that the User Name and Password that I have accepted are unique and highly confidential. I agree that I will keep the User Name and Password confidential and that I will not share them with, or otherwise disclose them to, any other person (including another Broker with my firm), nor will I allow another person to access the MLS using my User Name and Password. I acknowledge that, upon breach of this nondisclosure obligation, Systems Engineering, Incorporated will have the right to terminate my MLS access/privileges.

\_\_\_\_\_  
\*User Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
\*Authorized Board Representative

\_\_\_\_\_  
Date

***\*ALL FIELDS ARE REQUIRED WITH THE EXCEPTION OF PHONE NUMBERS AND EMAIL ADDRESSES. IF A FORM IS RECEIVED INCOMPLETE, IT WILL BE REJECTED.***