



**MID CAROLINA REGIONAL MLS**

140 Turner Street, Southern Pines, NC 28387

910-692-8988 Membership@MCRAR.com Accounting@mcrar.com

**Administrative Assistant Application for Multiple Listing Service Access**

Administrative Assistant Name: \_\_\_\_\_

Administrative Assistant Email: \_\_\_\_\_

Admin MLS User for: \_\_\_\_\_ Office \_\_\_\_\_ Company Wide \_\_\_\_\_ Individual Requesting Participant or Subscriber

Requesting Participant or Subscriber Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_ Contact Phone # \_\_\_\_\_

I, \_\_\_\_\_, and I, \_\_\_\_\_  
*Administrative Assistant Name Requesting Participant or Subscriber Name*

do individually and jointly affirm and certify that we have read and understand the Mid Carolina Regional MLS, Inc. (MCRMLS) *Rules and Regulations*. We individually and jointly certify that said named Administrative Assistant is not an authorized Subscriber of the MCRMLS.

We individually and jointly certify that said Administrative Assistant (*check one of the following*)

\_\_\_\_\_ Does not currently hold a North Carolina Real Estate license

\_\_\_\_\_ Currently does hold an active North Carolina Real Estate license

The Participant or Subscriber, as listed above, agrees to pay to the MCRMLS the monthly Administrative Assistant fee in the amount of \$ \_\_\_\_\_.

Should the above named Administrative Assistant acquire a Real Estate license at any time, the Participant will immediately notify the MCRMLS and remit at once either payment of the required fees, or a *Request for Waiver of MLS Fees*.

\_\_\_\_\_ (Administrative Assistant Applicant Initials)

\_\_\_\_\_ (Subscriber Initials) \_\_\_\_\_ (Participant Initials)

We understand that failure to comply with the above stated conditions could result in possible suspension of services to the Administrative Assistant, Participant or Subscriber for violation of the MCRMLS *Rules and Regulations*.

Administrative Assistant Signature \_\_\_\_\_ Date \_\_\_\_\_

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

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

MCRMLS Staff Use Only: \_\_\_\_\_ Verified NCREC \_\_\_\_\_ Verified NRDS Staff Initials: \_\_\_\_\_