

## **PRIMARY MEMBER PROCESS** (Joining Association & MLS)

Have new agent **call for an appointment** with membership team, Susan or Nancy 910-692-8988

Agent needs to bring:

-copy of NCRE Commission firm affiliation form that has been submitted

-completed Association Application for REALTOR Membership and signed by the BIC

-completed MLS Subscriber Application for Participation and signed by the BIC

-MLS Rules and Regulations Compliance & Enforcement Signature Page signed and dated

-copy of their NCRE license and or pocket card

## **FEES FOR PRIMARY MEMBER**

**\$800** one time application fee for the Association

**\$100** one time application fee for the MLS

**\$631** annual dues (local, state, and national) full amount payable January. This amount is prorated throughout the year on a monthly basis. (**SECONDARY REALTOR, in state, only pays LOCAL annual dues of \$261**) they do not have to pay National and State, as they are paid through their primary board association

In Addition \*\*Fees NEW MLS Member with MCRAR Association Membership

**\$48** MLS dues for the month they are joining. This is a recurring fee that will be billed to their BIC beginning the next month.

**-\$17.66** Supra fee app on their phone for ekey access

**We accept Credit and/or Debit cards. If paying by check, we will need three separate checks made to separate accounts:**

**\$800 = payable to MCRAOR**

**\$148 = payable to MCRMLS**

**\$631 (or prorated dues) = payable to NAR**

**If a new agent wants to join as MLS MEMBER ONLY ( has Primary association elsewhere but wants to be affiliated with a firm that is already a member of our MLS), agent needs to bring:**

-completed MLS Subscriber Application for Participation and signed by the BIC

-MLS Rules and Regulations Compliance & Enforcement Signature Page signed and dated

-Letter of Good Standing from primary association

-Copy of NCRE pocket card

### **MLS MEMBER ONLY FEES**

**-\$100 one time application fee for MLS**

**-\$75 MLS Monthly access dues (paid by agent month of joining thereafter invoiced to their BIC)**

**TRANSFER MEMBER** (member transferring from one firm to another)

-Agent needs to bring:

MLS Transfer form, completed and signed by new and former BIC

-Association Transfer form, completed and signed by new and former BIC

-Will also need the NCRE Commission submission of agent with firm (copy of form)

**NOTE\* Make sure to check if transferring member has any ACTIVE and/or PENDING listings. IF so, MLS Staff must assign those listings to the former BIC. It is up to that BIC to decide to cancel or withdraw the listing and notify the agent.**

### **Transfer Fees:**

**\$50 MLS Transfer fee**

**\$50 Association Transfer Fee**

### **ADMIN**

**\$10 per month MLS Access fee (invoiced to BIC)**

Complete the Admin Assistant form and email it to membership department of Association office. Admin must have their own email account. Indicate on the form if the admin needs to have the ability to assume other member accounts and if so, who do they need that Superuser capability for. Admins will be emailed a username and password along with MLS Rules and Regulation document. We **MUST RECEIVE THE SIGNED COPY OF THE SIGNATURE PAGE** before we can process them into the MLS system.

### **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 have to be approved by the MLS BOARD OF DIRECTORS. The admin will not be added to the MLS until the waiver is approved.

**NON-MEMBER SALESPERSON (NMSP) definition:**

A licensed real estate agent whose license sits with a BIC who is a member of the Association. This agent 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.

**FEE: \$596**

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.