



OFFICE Application

DATE _____

Office Name _____

Office NRDS# _____ Office License # _____

If this is a NEW office, we will assign a number upon setup

Office Address _____

Office Phone _____ FAX# _____

Office Email _____

Office Website _____

Name of Broker-in Charge &/or Designated REALTOR _____

*When a REALTOR applies for membership at MLBOR, their Broker-in-Charge and the primary Office of their operations must also join. The Office Fee is a **one-time** only fee.*

Office CONTACT if other than BIC /DR _____

The Total Number and a list of the names of Agents at THIS office location and under this BIC/DR will be verified from the NRDS database in NAR.

A Certificate for NON-Use Waiver must be signed by the Broker in Charge/Designated Realtor

*"MLSs may, at their discretion, require waiver recipients and their participants to sign a certification for nonuse of its MLS services, which can include penalties and termination of the waiver if violated."
(adopted 11/17 by NAR)*

All invoicing and payments must be made through the MLS. Payment forms accepted include credit/debit cards and personal checks using the e-Check system. If you have any questions, please contact the board office at (828) 837-5297.

OFFICE FEE SCHEDULE: \$ 1,000 Non-refundable

PRIMARY SECONDARY BRANCH of a Member Office?

If a Branch office, name & location of Main Office _____

MLS Only Office \$ _____ 1,000 _____ plus an Annual Renewal of \$ 250.00

Signature of Broker in Charge _____ Date _____