



**PUEBLO ASSOCIATION OF REALTORS,® INC.**

2220 Kachina Dr  
PUEBLO, COLORADO 81008  
TELEPHONE 719/545-3666  
FAX 719/545-3668

Thank you for your recent interest in joining the Pueblo Association of REALTORS, Inc.! The National Association of REALTORS, the Colorado Association of REALTORS and the Pueblo Association of REALTORS, Inc (PAR) changed their By-Laws to provide the opportunity for full membership to Certified Appraisers.

As a REALTOR Appraiser member, you are bound, as all other REALTOR members, to satisfy educational requirements as outlined in the Pueblo Association of REALTORS, Inc. bylaws, Article IV; Section 2 Qualifications, paragraph (a), enclosed for your reference.

The required education courses are:

PAR Orientation

Ethics and Professional Practices

If you have already attended the GRI Ethics and Professional Practices course within the past 3 years in Colorado, you can obtain a waiver for this requirement by submitting a copy of your certificate of completion or a letter verifying your attendance. NOTE: The Appraisers Ethics class DOES NOT count as your PAR Ethics Requirement.

The Association's annual dues policy is established according to the number of persons with your firm who have a real estate license, or appraiser certificate or license. The annual dues for each Active Broker Member shall be in such amounts as established by the Board of Directors. Currently due are **\$581.00** per year - times the number of real estate licensees and licensed appraisers who are employed by or affiliated as independent contractors with such Designated Active Broker Member and are not themselves Active REALTORS. Credit is extended to the Active Broker Member for each licensee who voluntarily seeks and is granted Active REALTOR Membership in the association. All Licensees must be accounted for within one month following the due date of the Active Broker Member's dues. Please refer to the Pueblo Association of REALTORS, INC., and by-laws.

The Multiple Listing Service is an optional service offered by the Association 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 (See MLS Participation Agreement attached).

The Association's credit policy for multiple listing services are as follows: Monthly MLS invoices

are sent at the end each month. Payment is required by the last day of every month. 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.

To help you become a member, I've enclosed the following:

- \* Application form for Pueblo Association of REALTORS, Inc. Membership
- \* MLS Participation Agreement
- \* **Must supply a verifiable phone number and email address. Failure to produce will hold up application process.**

Step #1: The Application fee for Pueblo Association of REALTORS, Inc. is **\$250.00** and should accompany your completed application form. **Please include a copy of your Driver's License or Photo ID with your application.**

Step #2: The Dues should be submitted with your application: **DUES ARE NON-REFUNDABLE**

**\* PLEASE NOTE BY BECOMING A MEMBER OF THE PUEBLO ASSOCIATION OF REALTORS, INC. (PAR) YOU AUTOMATICALLY BECOME A MEMBER OF THE COLORADO ASSOCIATION OF REALTORS (CAR) AND THE NATIONAL ASSOCIATION OF REALTORS (NAR). A PORTION OF THE ABOVE QUOTED DUES GOES TOWARD CAR AND NAR MEMBERSHIP DUES.**

Dues are the same for Designated Brokers, Sales/Broker Associates and licensed or certified appraisers.

Step #3: Submit a completed MLS Participation Agreement along with the MLS Participation fee of **\$500.00** for the DR and **\$50.00** for each additional salesperson in your office.

- You must also supply the Pueblo Association of REALTORS, Inc. with documentation, on letterhead, listing all REALTORS and Licensees in your office.
- MLS Participation is currently **\$32.00** per month,

Step #4: Register and attend the GRI Ethics and Professional Practices course - one of the requirements of membership. This course is offered at several locations or the PAR office

\*\*\*Note: If you have already attended the GRI Ethics and Professional Practices course within the past three years **in Colorado**. You can obtain a waiver for this course requirement by submitting a copy of your certificate of completion or a letter verifying your attendance from your previous Board's Executive Officer or Secretary. **The Appraisers Ethics Class DOES NOT count as your ethics requirement.**

Step #5: You need to attend an Orientation, held at the Pueblo Association of REALTORS, Inc. office.

If your participating licensee are a member of a team, they will net to be aware that the MLS ID and password may not be shared with team members who are NOT participating licensees. If said ID and password area shared there will be an **automatic** \$500.00 fine.

Any member who has been inactive for 6 months or less does not need to re-complete PAR Orientation. You will have 12 months from the time you join to complete the last 2 requirements. If you do not complete all requirements within the 12-month period, you will be charge the application fee again.

Once all criteria have been met, your membership application will be reviewed by the Board of Directors and will be subject to their approval.

Please feel free to contact the Pueblo Association of REALTORS, Inc. should you have any questions.

Sincerely,

Mindy Zundel  
Pueblo Association of REALTORS, Inc.

**Please Sign, Date and return this letter along with your packet.**

---

**Signature**

**Date:**