



PUEBLO ASSOCIATION OF REALTORS,® INC.

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Thank you for your recent interest in joining the Pueblo Association of REALTORS, Inc.! In addition to many benefits, there are obligations of a Secondary Designated REALTOR Membership of which you should be aware.

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 of each Active Broker Member shall be in such amounts as established by the Board of Directors. Currently **\$181.00** 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. bylaws, attached.

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 on or about the 5th of each month. Payment is required by the 1st 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.

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

- **PLEASE NOTE BY BECOMING A SECONDARY MEMBER OF THE PUEBLO ASSOCIATION OF REALTORS, INC. (PAR) YOU DON'T PAY STATE AND NATIONAL DUES. YOUR STATE AND NATIONAL DUES ARE PAID THROUGH YOUR PRIMARY BOARD.**

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

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.

- Should you request an MLS exemption for any Licensee in your office, please submit that request in

writing on Company Letterhead, a listing of ALL Licensees in your office to be exempt. **The Designated Broker must participate and is not eligible for MLS exemption.** Anyone caught sharing access will be grounds for a \$500 fine per incident.

- 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 a number of locations.

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.

Step #5: You need to attend an Orientation, held at the Pueblo Association of REALTORS, Inc. office. Contact the Association for scheduled dates and times.

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. 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: