

REALTOR® Membership Information

Applying for Membership

Applicants for membership in the Kerrville Board of REALTORS® must complete an application form, pay the required fees and dues, attend a new member orientation session, attend MLS Training and be approved by the Board of Directors. Brokers who wish to participate in the MLS must complete a separate MLS application and pay the MLS application fee.

Dues & Fees

Applicants must pay an application fee and annual membership dues. Annual dues include membership dues for the local, state, and national associations, and are prorated monthly according to when your broker sponsored your license. If you are already a member of another Board, you will only pay the local portion of the dues, plus the application fee.

Application Fee: \$ 150.00 (one-time fee based on continuous membership)
Annual Membership Dues: \$ 417.00* (prorated monthly)

New Member Code of Ethics Training and Orientation

Each applicant must complete new member orientation and New Member Code of Ethics Training within 30 days of submitting an application for membership. New Member Code of Ethics Training must be taken on-line at www.realtor.org. You will need your National REALTOR® Database System # (NRDS). This number will be provided once your application is processed. Local orientation is held on the **first Thursday** each month, from **9:00 a.m. to noon at the Kerrville Board of REALTORS® Education Center located at 328 Jefferson St., Kerrville**. Please call to let us know you plan to attend.

MLS Training

Each applicant must complete Multiple Listing Service (MLS) Training within 30 days of submitting an application for membership. MLS Training is held on the **first Friday** of each month, from **8:30 a.m. to 12:00 noon at the Kerrville Board of REALTORS® Education Center located at 328 Jefferson St., Kerrville**. Please call to let us know you plan to attend.

MLS Participation

Brokers may subscribe to MLS services by completing an application and paying a one-time application fee with continuous service. They will then be assessed quarterly MLS fees for each licensee under their sponsorship. It is the broker's responsibility to collect the fees** and submit a single payment.

Application Fee (brokers only): \$300.00* (based on continuous membership)
Quarterly MLS Fee: \$ 97.50** (prorated monthly)

Supra ActiveKey & Lockbox Participation (OPTIONAL)

Any MLS subscriber may lease a Supra ActiveKey. There is a one-time activation fee and an annual lease fee, which is prorated quarterly. The billing year is November 12 to November 11. There is no charge for the lockboxes, as long as you return unused boxes to the Board office.

ActiveKey
Activation Fee: \$ 90.00 (One-time with continuous membership)
Annual Lease Fee: \$ 201.12 + tax-payable at activation (prorated @\$16.76+tax/ month)
Insurance (optional): \$ 25.00 (Billed annually)

eKey
Monthly Lease Fee: \$22.27 + tax (Billed to your credit card monthly)
Activation Fee: \$90.00 (One-time with continuous membership)

Kerrville Board of REALTORS®, 328 Jefferson St., Kerrville, TX 78028
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APPLICATION FOR BOARD MEMBERSHIP

Applicant's Name: _____

I hereby apply for REALTOR® (primary, secondary, Designated) membership in the Kerrville Board of REALTORS® and enclose my check in the amount of \$ 150.00 **for a one time application fee and** \$ _____ *** for my** 20 **Dues**, which I understand will be returned to me in the event I am not accepted to membership. I agree as a condition to membership to complete the indoctrination course of the Kerrville Board of REALTORS® and otherwise on my own initiative to thoroughly familiarize myself with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, including the duty to arbitrate contractual and specific non-contractual disputes in accordance with Article 17 of the Code of Ethics and the *Code of Ethics and Arbitration Manual* of the Board, and the Constitution, Bylaws, and Rules and Regulations of the Kerrville Board of Realtors®, the State Association and the National Association, and I further agree to complete satisfactorily a reasonable and nondiscriminatory written examination covering such Code, Constitutions, Bylaws, Rules and Regulations, and duty to arbitrate. I further agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitutions, Bylaws, Rules and Regulations, and duty to arbitrate, all as from time to time amended. Finally, I consent and authorize the Board, through its Membership Committee or otherwise, to invite and receive information and comment about me from any Member or other person, and I agree that any information and comment furnished to the Board by any Member or other person in response to any such invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel, or defamation of character.

NOTE: Applicant acknowledges that the board will maintain a membership file of information which may be shared with other boards/associations where applicant subsequently seeks membership. This file shall include: previous applications for membership; all final findings of Code of Ethics violations and violations of other membership duties within the past three (3) years; pending complaints alleging violations of the Code of Ethics or alleging violations of other membership duties; incomplete or pending disciplinary measures; pending arbitration requests; and information related to unpaid arbitration awards or unpaid financial obligations to the board or its MLS.

NOTE: Applicant acknowledges that if accepted as a member and he/she subsequently resigns from the board or otherwise causes membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of membership upon applicant's certification that he/she will submit to the pending ethics proceeding and will abide by the decision of the hearing panel. If applicant resigns or otherwise causes membership to terminate the duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided the dispute arose while applicant was a REALTOR®.

NOTE: *One time application fee is based on continuous membership. **Amount shown is prorated according to month joining. Dues payments to the board are not tax deductible as charitable contributions. Portions of such payments may be tax deductible as ordinary and necessary business expenses.

Section I.

Name as shown on license: _____

Name that you are known by: _____

License #: _____ Broker _____ Salesperson / Other: _____

Name of firm: _____

Is this office your principal place of business? [____] Yes [____] No

Position with firm: [____] Principal [____] Partner [____] Corporate officer [____] Branch office manager

[____] Independent contractor [____] Employee [____] Other:

Office street address: _____

Office mailing address (if different): _____

Office phone number w/area code: _____

Office fax number w/area code: _____

Office toll-free number: _____

Office web page: _____

Home street address: _____

Home mailing address (if different): _____

Home phone number w/area code: _____

Home fax number w/area code: _____

Pager number w/area code: _____

Cell/mobile number w/area code: _____

E-mail address: _____

Preferred mailing address: [____] Home (street) [____] Home (mailing) [____] Office

Preferred contact phone #: [____] Home [____] Office [____] Cell [____] Other _____

Are you presently a member of any other Association of REALTORS®? [____] Yes [____] No

If yes, name of Association and type of membership held: _____

Have you previously held membership in any other Association of REALTORS®? [____] Yes [____] No

If yes, name of Association and type of membership held: _____

If you are now or have ever been a REALTOR[®], indicate your NAR membership (NRDS)

#: _____ and last date (year) of completion of NAR's Code of Ethics training requirement: _____.

Do you hold, or have you ever held, a real estate license in any other state? [____] Yes [____] No

If yes, please specify name of state and license number: _____

Has your real estate license, in this or any other state, been suspended or revoked? [____] Yes [____] No

If yes, specify the place(s) and date(s) of such action(s), and detail the circumstances relating thereto (attach a separate sheet if necessary): _____

Are there now any pending or unresolved complaints, or have there been within the past 3 years, against you or the firm with which you have been associated before any state real estate regulatory agency or any other agency of government? [____] Yes [____] No

If yes, specify the substance of each complaint in each state, the agency before which complaint was made, and the current status or resolution of the complaint (attach a separate sheet if necessary):

Have you ever been convicted of a felony? [____] Yes [____] No

If yes, give details including state and court of conviction (attach a separate sheet if necessary):

Are you a member of an Institute, Society or Council affiliated with the National Association of REALTORS[®]?

[____] Yes [____] No

If yes, please indicate the name of the affiliate: _____

Section II.

(Information supplied under section II will assist the board in establishing historical data regarding its members. Information furnished in section II will not be used in evaluating an applicant’s qualifications for membership.)

Place of birth: _____

Date of birth: _____

Highest level of education completed: _____

Year first entered the real estate business: _____ at (location) _____

Have you been engaged continuously in the business since then? [____] Yes [____] No

If not, what years were you in the business? _____

How many years have you held a license?

As a salesperson: _____ As a broker: _____

Other: _____ (specify what area): _____

First licensed in this state in _____, and continuously licensed since _____.

What professional designations, if any, do you hold? _____

Resident here since: _____ Previous residence: _____

In what other businesses have you been engaged?

_____ Years: _____ to _____

_____ Years: _____ to _____

Are you now employed by or engaged in any other business or profession? [____] Yes [____] No

If yes, give position and location: _____

All REALTOR® applicants are required to attend an orientation class within 30 days to complete the membership process. I agree that, if accepted for membership in the Kerrville Board of REALTORS®, I shall pay the fees and dues as from time to time established. I understand that by providing my mailing address, e-mail address, telephone number, and fax number above, I consent to receive communications sent from the Kerrville Board of REALTORS®, Texas Association of REALTORS®, and the National Association of REALTORS® via U.S. mail, e-mail, telephone, or facsimile at those numbers and locations. I hereby certify that the foregoing information furnished by me is true and correct, and I agree that failure to provide complete and accurate information as requested, or any misstatement of fact, may be grounds for revocation of my membership, if granted.

Signed: _____ **Dated:** _____

KERRVILLE BOARD OF REALTORS® MLS ACCESS FOR AGENTS

Your Name: _____ License # _____

Office Name: _____

Select a Login/User name (case sensitive):

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You should preferably use your real estate license number;
If not, then select a user name that is at least 3 characters long.
If you use zero or the letter "o" please note which one it is.

Select a password (case sensitive):

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Your password must be at least 3 characters long; you can
use letters and/or numbers, but if you use zero or the letter "o"
please note which one it is.

The MLS system will show the office phone number for all agents. It can also display two other contact numbers for each agent. Which contact numbers would you want to have in the MLS system? Your name and primary phone number will be displayed at the bottom of your listings along with your e-mail address and website.

Primary phone #: _____ Secondary phone #: _____
 Home Office Cell/Mobile Other Home Office Cell/Mobile Other

Email: _____ Website: _____

Signature of Agent: _____ Date: _____

Signature of Broker: _____ Date: _____