



## APPLICATION FOR REALTOR® MEMBERSHIP

## Appendix 5B

# ROCK-GREEN REALTORS® ASSOCIATION, INC.

I hereby apply for REALTOR® Membership in the Rock-Green REALTORS® Association and am enclosing my check in the amount of \$ \_\_\_\_\_ for a one time application fee and for my 2025 Dues. My application fee and 2025 dues will be returned to me in the event of non-election. In the event of my election, I agree to abide by the Code of Ethics of the National Association of REALTORS®, which includes the duty to arbitrate, and the Constitution, Bylaws and Rules and Regulations of the above named Board, the State Association and the National Association, and if required, I further agree to satisfactorily complete a reasonable and non-discriminatory written examination on such Code, Constitutions, Bylaws and Rules and Regulations. I understand membership brings certain privileges and obligations that require compliance. Membership is final only upon approval by the Board of Directors and may be revoked should completion of requirements, such as orientation, not be completed within timeframe established in the association's bylaws. I understand that I will be required to complete periodic Code of Ethics training as specified in the association's bylaws as a continued condition of membership. \* Amount shown is prorated according to month joining.

**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®. I hereby submit the following information for your consideration: (\* Information required)

\*Name: \_\_\_\_\_ Nickname \_\_\_\_\_ \*Real Estate License #: \_\_\_\_\_  
Licensed/Certified Appraiser: [ ] Yes [ ] No Appraisal License #: \_\_\_\_\_  
\*Office Name: \_\_\_\_\_  
\*Office Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
\*Phone: \_\_\_\_\_ \*Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
\*Residence Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
\*Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ \*E-Mail: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Preferred Mailing: [ ] Home [ ] Office Preferred Phone: [ ] Home [ ] Office [ ] Cell

Are you presently a member of any other Association of REALTORS®? \_\_\_\_\_

If yes, name of Association and type of membership held: \_\_\_\_\_

Have you previously held membership in any other Association of REALTORS®? \_\_\_\_\_

If yes, name of Association and type of membership held: \_\_\_\_\_

Have you been found in violation of the Code of Ethics or other membership duties in any Association of REALTORS®?

three (3) years or are there any such complaints pending? \_\_\_\_\_ (If yes, provide details as an attachment.)

Have you ever been convicted of a felony in the past three (3) years? \_\_\_\_\_ (If yes, provide details)  
If yes, attach a copy of your REAL TOP® indicator card. NAR # \_\_\_\_\_ (NARDS#) \_\_\_\_\_

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: \_\_\_\_\_.

**Are you a principal, partner, corporate officer or branch office manager? If yes, you must also complete 2nd page of this application.**

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 may result in the denial of my application.

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, shall be grounds for revocation of my membership if granted. I further agree that, if accurate, the information contained in this application will be used by the Association in connection with my application for membership.

**NOTE:** Payments to the Rock-Green Realtors®

By signing below I consent that the REALTOR® Associations (local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Association(s) in the future. This consent recognizes that certain state and federal laws and regulations limit the use of my personal information for political purposes.

**DATE:** **SIGNATURE:**

Date of Birth: \_\_\_\_\_ Drivers License Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Drivers License Number: \_\_\_\_\_

Specialty:  Residential  Commercial  Resort  International  Other: \_\_\_\_\_

Number of years engaged in the real estate business:

**PLEASE PROVIDE THREE BUSINESS REFERENCES**

NAME	ADDRESS	PHONE
(1) _____		
(2) _____		
(3) _____		



## APPLICATION FOR REALTOR® MEMBERSHIP:

### PAGE 2 FOR DESIGNATED BROKERS/BRANCH MANAGERS

REALTOR®

Company information:  Sole Proprietor  Partnership  Corporation  LLC (Limited Liability Company)

Your position:  Principal  Partner  Corporate Officer  Branch Office Manager

Names of other Partners/Officers/ of your firm: \_\_\_\_\_

Have you ever been refused membership in any other Association of REALTORS®? \_\_\_\_\_

If yes, state the basis for each such refusal and detail the circumstances related thereto: \_\_\_\_\_

Is the Office Address, as stated, your principal place of business? \_\_\_\_\_

If not, or if you have any branch offices, please indicate and give address: \_\_\_\_\_

Do you hold, or have you ever held, a real estate license in any other state? \_\_\_\_\_

If so, where: \_\_\_\_\_

Have you or your firm been found in violation of state real estate licensing regulations within the last three years? If yes, provide details: \_\_\_\_\_

Have you or your firm been convicted, adjudged, or otherwise recorded as guilty by a final judgment of any court of competent jurisdiction of a felony or other crime. If yes, provide details: \_\_\_\_\_.

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, shall be grounds for revocation of my membership if granted. I further agree that, if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the [Name] Board of REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

By signing below I consent that the REALTOR® Associations (local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Association(s) in the future. This consent recognizes that certain state and federal laws may place limits on communications that I am waiving to receive all communications as part of my membership.

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

## **APPLICATION FOR MEMBERSHIP (APPENDIX 2)**

### **ORIENTATION/FAIR HOUSING**

I, \_\_\_\_\_, A REALTOR® applicant to the Rock-Green REALTORS® Association, Inc., **do hereby agree to complete an Orientation/Fair Housing program within six (6) months of my date of application. I must also complete the New Member Code of Ethics Orientation – Online Course prior to attending the New Member Orientation/Fair Housing program.** Additionally, completion of computer training is required relating to MLS information entry and retrieval and the operation of the MLS **within thirty (30) days, or next regularly scheduled program, after access to Paragon™ has been provided.** **(Section 17: Orientation of the Rock-Green REALTORS® Association, Inc. Multiple Listing Service Rules and Regulations)**

I understand that if I have not completed the Orientation/Fair Housing program including the online course at the end of six (6) months, and MLS training within the (30 days) or next scheduled program, my application will not be approved by the Board of Directors, and therefore must forfeit my REALTOR® status with the Rock-Green REALTORS® Association and all application fees.

I also understand that if I wish to reapply, new application and application fees are required.

I have read and understand these requirements: INITIALS

### **NONPAYMENT OF FINANCIAL OBLIGATIONS**

**(Article X, Section 4 of the Rock-Green REALTORS® Association, Inc. Bylaws)**

“If dues, fees, fines or other assessments including amounts owed to the Association or the Multiple Listing Service are not paid within one (1) month after the due date, the nonpaying Member is subject to suspension at the discretion of the Board of Directors. Two (2) months after the due date, membership of the nonpaying Member may be terminated at the discretion of the Board of Directors. Three (3) months after the due date, membership of the nonpaying Member shall automatically terminate unless within that time the amount due is paid. However, no action shall be taken to suspend or expel a Member for nonpayment of disputed amounts until the Board of Directors has confirmed the accuracy of the amount owed. A former Member who has had their membership terminated for nonpayment of dues, fees, fines, or other assessments duly levied in accordance with the provisions of these bylaws or the provisions of other Rules and Regulations of the Association or any of its services, departments, divisions, or subsidiaries may apply for reinstatement in a manner prescribed for new applicants for Membership, after making payment in full of all accounts due as of the date of termination.”

(This also applies to NSF Checks)

**I hereby agree to abide by the above mentioned as part of my Membership application to the Rock-Green REALTORS® Association, Inc.**

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SIGNATURE

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DATE

**MLS PARTICIPATION AGREEMENT (1 TIME FEE \$150.00)**

**REALTOR® (Participant):** \_\_\_\_\_

**OFFICE NAME:** \_\_\_\_\_

**OFFICE ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**OFFICE PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**PRIMARY BOARD OF ASSOCIATION:** \_\_\_\_\_  
\_\_\_\_\_

**I agree as a condition of participation in the MLS to abide by all relevant bylaws, rules and other obligations of participation including payment of fee. I confirm that I currently, and will on a continual and ongoing basis in the operation of my real estate business activities, actively endeavor to list real property of the type filed with the MLS and/or accept offers of cooperation and compensation made by other Participants through the MLS. I agree that I must continue to engage in such activities during my participation in the MLS. I acknowledge that failure to abide by these condition of participation on any ongoing basis may result in potential suspension or termination of MLS participatory rights after a hearing in accordance with the MLS's established procedures.**

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Signature

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Date

## **ROCK-GREEN REALTORS® ASSOCIATION** **NEW MEMBER REQUIREMENT CHECK LIST**

Listed are the three criteria that are required for you to have completed **within (6) months** of your join date to submit your application for final approval to the Board of Directors. Your (6) month deadline for completion date is: \_\_\_\_\_

### **➤ ORIENTATION/FAIR HOUSING**

Completion Date: \_\_\_\_\_

Members are to complete an Orientation/Fair Housing program **within six (6) months** of their date of application. This program is usually held at the Association Office located at 4451 Woodgate Dr, Janesville. The class starts promptly at 9:00 a.m. and usually ends by noon. Notification is on your welcome letter and followed by a notice by email usually if time permits 30 days prior to date of class. **Registration is required.**

### **➤ NEW MEMBER CODE OF ETHICS ORIENTATION—ONLINE COURSE**

Completion Date: \_\_\_\_\_

Members are to complete the online portion of the Orientation/Fair Housing program prior to attending the on-site class **same (6) month deadline applies**. Directions for this course are included in your welcome letter and also will be included in the notice sent prior to the class.

### **➤ MLS/PARAGON COMPUTER TRAINING**

Completion Date: \_\_\_\_\_

Members are to complete computer training relating to MLS information entry and retrieval and the operation of the MLS, Paragon™ system **within thirty (30) days** or next regularly scheduled program, after access to Paragon™ has been provided. **Section 17: Orientation of the rock-Green REALTORS® Association, Inc. Multiple Listing Service Rules and Regulation**. Contact the Realtors Association of South Central WI to schedule Paragon™ computer training. (608) 240-2800 or log onto [www.scwmls.com](http://www.scwmls.com) to register for training.

**Please return this form to the association (4451 Woodgate Dr, Ste 100, Janesville, WI 53546 or fax (608) 755-4843 or email [sue@rockgreenrealtors.homes](mailto:sue@rockgreenrealtors.homes) when all three (3) boxes are checked. Then the final step for application will be completed and will be submitted to the Board of Directors for final approval.**

**I understand that if I have not completed the Orientation/Fair Housing programs at the end of six(6) months including the online portion, and MLS training within the (30) days or next scheduled program, any application not be approved by the Board of Directors, and therefore must forfeit my REALTOR® status with Rock-Green REALTORS® Association and all application fees.**

NAME \_\_\_\_\_

PRINT

SIGNATURE

DATE