

Northeastern Michigan Board of REALTORS®

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Administrative Use Only	
Date Rec'd: _____	Amt \$ Rec'd: _____
Chk#: _____	Cash: Y or N
Apprvd Date: _____	Invoiced: _____
NRDS #: _____	
NRDS OFFICE #: _____	
Invoice Paid: _____	NMO: _____

APPLICATION FOR MEMBERSHIP IN NORTHEASTERN MICHIGAN BOARD OF REALTORS®

SECTION I: MEMBERSHIP INFORMATION AND AGREEMENT

Name of Applicant				
Address of Applicant				
	(Street)	(Apt)		
(City)	(State)	(Zip)	(Phone)	(cell/pager)
(email address)		(personal website address)		

I hereby apply for the classification of Membership as marked below in the Northeastern Michigan Board of REALTORS®, and enclose my check in the amount of \$50 (application fee), which I understand will be returned to me in the event I am not accepted to membership. In the event my application is approved, I agree as a condition to membership to complete the new member indoctrination course of the above named Association/Board within ninety (90) days of approval, and on my own initiative to thoroughly familiarize myself with the **Code of Ethics** of the National Association of REALTORS®, including the duty to arbitrate business disputes in accordance with the **Code of Ethics and Arbitration Manual** of the Association and the Constitution, Bylaws and Rules and Regulations of the Northeastern Michigan Board of REALTORS®, the Michigan Association and the National Association of REALTORS®; and I further agree to satisfactorily complete a reasonable and nondiscriminatory written examination covering such Code, Constitution, Bylaws, Rules and Regulations, and duty to arbitrate, all as from time to time amended.

NOTE 1: Applicant acknowledges that if accepted as a member and he/she resigns or is expelled from membership in the Board with an ethics complaint or arbitration request pending, the Board of Directors may condition renewal of membership upon applicant's verification that he/she will submit to the pending ethics or arbitration proceeding and will abide by the decision of the Hearing Panel; or if applicant resigns or is expelled from membership upon his/her payment of award in arbitration, the Board of Directors may condition renewal of membership upon his/her payment of the award, plus any costs that have been established previously as due and payable in relation thereto, provided that the award and such costs have not, in the interim been otherwise satisfied. The applicant also acknowledges that any of the above records may be transferred to any other REALTOR® Board/Association upon request conditioned upon the requirements of the National Association of REALTORS® Portability of Records policies.

Please check all applicable categories you are making application for:

- NEW FIRM APPLICATION
- PRIMARY MEMBERSHIP
- SECONDARY MEMBERSHIP – I AM ALSO A MEMBER OF THE FOLLOWING BOARD(S):

_____ MY NRDS # is: _____

- TRANSFERRING MEMBER - I AM A TRANSFERRING MEMBER FROM THE FOLLOWING BOARD:

_____ MY NRDS # IS: _____

- BROKER/Designated Appraiser
- REAL ESTATE LICENSEE
- APPRAISER associated with a Designated Appraiser (NAME OF APPRAISER WORKING UNDER: _____)
- LICENSED PERSONAL ASSISTANT/SECRETARY
- I am making application for the Northeastern Michigan Board's MLS (NGLR MLS)

NOTE 2: Dues payments of the Northeastern Michigan Board of REALTORS® are not tax deductible as charitable contributions. Portions of such payments may be tax deductible as ordinary and necessary business expenses. I hereby submit the following information for your consideration:

Name as it appears on license: _____

Name as you wish it to appear on the Association/Board Roster: _____

Please provide a 9-digit User Name and 4-digit Password to access the MLS System (MLS Users Only):

User Name: _____ **(Agent will set up own password through link sent through Paragon)**

Your Permanent Identification License #: (6501 or 6502) _____ or (1201) _____

Broker/Corporation License # _____

Name of Firm: _____

Firm Address: _____

(Street) (Suite or other)

(City) (State) (ZIP)

(Phone) (FAX)

(Firm's email address)

(Firm's Website Address)

(Use address of firm where you are the majority of the time if you are working in an office with branch office(s))

- Indicate where you wish to receive your mail: ___ home ___ firm
- Indicate your preference for electronic notices and newsletter receipt: _____ EMAIL WHERE YOU WISH THEM TO BE SENT

I agree that, if accepted for Membership in the Association/Board, I shall pay the dues and fees as from time to time established and in the manner prescribed in the bylaws. I hereby certify that the foregoing information furnished by me is true and accurate, 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. By signing below, I am also giving my written consent to receive material/information from the Northeastern Michigan Board of REALTORS®. Such material/information may be delivered to me via facsimile, U.S. Postal Service, or email. (All applicants must sign)



SIGNED: _____ (Signature of Applicant) _____ (Date)

SECTION II: PERSONAL INFORMATION

Enhanced Education:

___ Associate Degree ___ BA Degree ___ BS Degree ___ MA ___ PhD ___ Other

Total Years active in the real estate profession as ___ agent ___ broker ___ appraiser ___ other

In what type of real estate do you specialize? _____

Other types of business you have been engaged in: _____

Are you, or have you ever been, a member of any other real estate Board/Association and/or Multiple Listing Service, whether or not affiliated with the REALTOR Association? Yes ___ No

If "Yes," please state name(s) of the Association/Board or MLS and the type of membership _____

Do you hold any REALTOR® Association designations? ___ Yes ___ No

If "Yes," please state designation(s) example given – GRI, CRS: _____

Are you employed or engaged in any other business at the present time? ___ Yes ___ No

If "Yes," please state position, location and description: _____

Do you hold or have you ever held a real estate license or appraiser license or certification in any other state?

___ Yes ___ No If "Yes," please specify state(s): _____

Has your real estate/appraiser license ever been suspended/ revoked? ___ Yes ___ No

If "Yes," please specify location(s) and date(s) of such action, and detail the circumstances thereto on a separate sheet of paper to be attached to this application.

Are there now any pending or unresolved complaints, or have there been within the past three (3) years, any complaints against you or your firm with which you have been associated before any state real estate or appraiser regulatory agency or any other agency in government? ___ Yes ___ No

If "Yes," please specify the substance of each complaint in each state, the agency before which complaint was made, and the current status or resolution of such complaint on a separate sheet of paper to be attached to this application.

Have you ever been convicted of a felony? ___ Yes ___ No

If "Yes," please state details, including state and court conviction on a separate sheet of paper to be attached to this application.

Are you involved in any pending ethics complaints (or hearings), unsatisfied disciplines, or any pending arbitration requests (or hearings) with another association? ___ Yes ___ No

If "Yes", please specify the issue(s) and association(s) involved: _____

Do you have any unpaid arbitration awards or unpaid financial obligations to any other association(s) or association's MLS?

___ Yes ___ No If yes, please specify the details and association(s) involved. _____

SECTION III: PRINCIPALS, PARTNERS, CORPORATE OFFICERS, MANAGEMENT

Application information for broker to complete for a new firm:

Please Indicate: ___ Sole Proprietor ___ DBA ___ Partnership ___ Corporation

Indicate position with firm: ___ Principal ___ Partner ___ Corporate Officer ___ Independent Contractor ___ Other

If "other," please explain: _____

This section must be completed by applicants who are principals, partners, corporate officers, or individuals in positions of management control on behalf of individuals who are not present and engaged in the real estate profession in connection with the firm's office located within the jurisdiction of the Association/Board (e.g. branch office managers).

State the names and titles of all other principals, partners, or corporate officers of your firm:

Name: _____ Title: _____

Name: _____ Title: _____

Is the address indicated in Section I of this application your principal place of business: ___ Yes ___ No

List the names and addresses of all branch offices or other real estate firms in which you are a principal, partner or corporate officer within the jurisdiction of the Association/Board:

Firm Name and Address: _____

Firm Name and Address: _____

Business and Credit References: _____ Phone _____
_____ Phone _____

Firm Financial Information:

Bank for General Account _____

Bank for Escrow Account _____

Others _____

Are you or is any real estate firm in which you are a sole proprietor, general partner or corporate officer involved in any pending bankruptcy or insolvency proceeding or have you or any real estate firm in which you are a sole proprietor, general partner or corporate officer been adjudged bankruptcy in the past three (3) years? ___ Yes ___ No

If yes, please specify the place(s) and date(s) of such action, and detail the circumstances relating thereto on a separate sheet of paper to be attached to this application.

*NOTE: Applicant acknowledges that if the applicant or any real estate firm in which the applicant is a sole proprietor, general partner, or corporate officer is involved in any pending bankruptcy or insolvency proceedings or has been adjudged bankrupt in the past three (3) years, the Association may require as a condition of membership that the bankrupt applicant pay cash in advance for Association and MLS fees for up to one (1) year from the date that membership is approved or from the date that the applicant is discharged from bankruptcy (whichever is later) or, in the event that bankruptcy proceedings are initiated subsequent to obtaining membership in the Association/Board, that the member may be placed on a "cash basis" from the date that bankruptcy is initiated until one (1) year from the date that the member has been discharged from bankruptcy.



New Office - Broker's Signature: _____ (Date) _____
(Signature of Broker Applicant)

IMPORTANT MESSAGES REGARDING YOUR MEMBERSHIP

Thank you for making application for membership in the Northeastern Michigan Board of Realtors®. Once you have been approved for membership, you are required to attend a New Member Orientation Class. You will be notified when a class is scheduled. You will also be eligible for certain membership benefits through your state and national membership such as discounted rates for health, dental insurance, errors and omissions, UPS, office equipment, et cetera. You will be given more information at the New Member Orientation Class. If you desire this information in advance, please inquire at the Board Office.

All new members must complete the Code of Ethics Training as required by National Association of Realtors®. The three year cycle for COE training is from January 1, 2019 through December 31, 2021. The next three year cycle will run from January 1, 2022 through December 31, 2024, and continues in this manner for each continuing three-year cycle.

Rev Dec 2019