



REALTOR®/MLS MEMBERSHIP APPLICATION

APPLICATION FOR REALTOR® AND/OR MLS MEMBERSHIP:
CALIFORNIA DESERT ASSOCIATION OF REALTORS® (LOCAL), CALIFORNIA ASSOCIATION OF REALTORS® (STATE) & NATIONAL ASSOCIATION OF REALTORS® (NATIONAL)

TYPE OF APPLICATION

1. I apply for the following categories of membership (check all applicable boxes):
- Broker/Designated REALTOR®
 - Office Manager
 - Agent/REALTOR®
 - MLS Broker Participant
 - MLS Agent Subscriber
 - Appraiser

GENERAL INFORMATION

2. Name (as it appears on your license): _____
3. Nickname: _____
4. Company Name: _____
5. Company Address: _____
(street) (city) (state) (zip code)
6. Company Phone: _____ Company Fax: _____ Cell Phone: _____
7. Please list your primary phone number: Company Cell
8. List all other DBAs: _____

9. Home Address: _____
(street) (city) (state) (zip code)
10. Home Telephone Number: _____ Home Fax Number: _____
11. I would prefer my primary mailing address to be: Firm Home
12. E-Mail Address: _____ Birth Date (M/D/Y): ____/____/____
13. DRE License #: _____ BREX Appraisers License #: _____
Expiration Date: _____ Expiration Date: _____
Type: Broker Certified General
 Salesperson Certified Residential
 Corporate Licensed
14. *For Existing Supra Key Holder:*
Supra Key Number: _____ 4 digit Pin Number: _____
eKEY Users: Have you cancelled service with previous Association? Yes No
15. Professional Designations: _____

22. If you checked any box in question 21, you must answer the following:
- a. Are you or your firm subject to any pending bankruptcy proceedings?
 - Yes No
 - b. Have you or your firm been adjudged bankrupt within the last three (3) years?
 - Yes No

If you answered yes to (a) or (b), you may be required to make cash payments for membership dues and MLS fees.
23. **DESIGNATED REALTOR® APPLICANT ONLY.** Each sole proprietor, partner or corporate officer of the real estate firm who is actively engaged in the real estate business within California or within the state in which the real estate firm is located shall be required to become a REALTOR® member if any other principal of such firm, partnership or corporation is a REALTOR® member with those states.
- I certify that each sole proprietor, partner or corporate officer of the real estate firm, if any, who is actively engaged in the real estate business within California or within the state in which the real estate firm is located is a REALTOR® member.
- Yes, I certify.
 - No, I cannot certify.
23. I certify that I have NO record of official sanctions rendered by the courts or other lawful authorities for violations set forth below:
- (i) I have no record of official sanctions for violations of civil rights laws within the last three (3) years
 - True. I certify.
 - False. I cannot certify.
 - (ii) I have no record of official sanctions for violations of real estate license laws within the last three (3) years
 - True. I certify.
 - False. I cannot certify.
 - (iii) I have no record of criminal convictions within the past ten years where the crime was punishable by death or imprisonment in excess of one year under the law under which the applicant was convicted (ten years is measured from the date of the conviction or the release of the applicant from the confinement imposed for that conviction, whichever is the later date)
 - True. I certify.
 - False. I cannot certify.
- If you could not certify any of the above, please attach additional sheets with all relevant details about the violation(s), including the date(s), type of violation(s), and a copy of the discipline, if any.
24. Have you ever been disciplined by any of the above Boards/Associations or MLSs in question 17?
 - Yes. *If yes, attach copies of the discipline.*
 - No.
25. Have you ever been disciplined by the DRE?
 - Yes. *If yes, provide all relevant details and dates (or attach copies of discipline).*
 - No.

GENERAL TERMS AND CONDITIONS OF MEMBERSHIP

1. **Bylaws, policies and rules.** When applying for Designated REALTOR® and REALTOR® membership, upon acceptance and payment of all dues and assessments, I will automatically become a member of the California Association of REALTORS® and the National Association of REALTORS®, as well as the California Desert Association of REALTORS®. I agree to abide by the bylaws, policies and rules of California Desert Association of REALTORS®, the bylaws, policies and rules of the California Association of Realtors®, including the [*California Code of Ethics and Arbitration Manual*](#) and the constitution, bylaws, policies and rules of the National Association of REALTORS®, including the NAR Code of Ethics, all as may from time to time be amended.

2. **Use of the term REALTOR® OR REALTOR-ASSOCIATE®.** I understand that the professional designations REALTOR® and REALTOR-ASSOCIATE® are federally registered trademarks of the National Association of REALTORS® (“N.A.R.”) and use of these designations are subject to N.A.R. rules and regulation. I agree that I cannot use these professional designations until this application is approved, all my membership requirements are completed, and I am notified of membership approval in one of these designations. I further agree that should I cease to be a REALTOR® or REALTOR-ASSOCIATE®, I will discontinue use of the term REALTOR® or REALTOR-ASSOCIATE® in all certificates, signs, seals or any other medium.
3. **NAR Code of Ethics and New Member Orientation.** Applicants for REALTOR® membership shall complete an orientation program on the Code of Ethics, meeting the minimum criteria established by NAR for new member ethics training. This requirement does not apply to applicants for REALTOR® membership who can provide proof of completion of orientation in another Association within the past two years. Failure to satisfy this requirement within 120 days of the date of application may result in denial of the membership application. NAR mandates that the Code of Ethics requirement be completed every two years as of January 1, 2017. All REALTOR® members must satisfy the NAR Code of Ethics requirement within the mandated cycle or be subject to suspension of membership.
4. **License validity.** I understand that if my license is terminated, lapses or inactivated at any time, my REALTOR® membership and/or MLS participation/subscription is subject to immediate termination.
5. **No refund.** I understand that my California Desert Association of REALTORS® membership dues and MLS fees are non-refundable. In the event I fail to maintain eligibility for membership or for MLS Services for any reason, I understand I will not be entitled to a refund of my dues or fees.
6. **Authorization to release and use information; waiver.** I authorize the California Desert Association of REALTORS® or its representatives to verify any information provided by me in this application by any method including contacting the California Department of Real Estate, my current or past responsible broker or designated REALTOR®, or any California Desert Association of REALTORS® or MLS where I held, or continue to hold, any type of membership. I further authorize any Board/Association or MLS where I held, continue to hold, any type of membership to release all my membership or disciplinary records to the California Desert Association of REALTORS®, including information regarding (i) all final findings of Code of Ethics violations or other membership duties within the past three (3) years; (ii) pending ethics complaints (or hearings); (iii) unsatisfied discipline pending; (iv) pending arbitration requests (or hearings); and (v) unpaid arbitration awards or unpaid financial obligations. I understand that any information gathered under this authorization may be used in evaluating my application for membership and future disciplinary sanctions. I waive any legal claim or cause of action against the California Desert Association of REALTORS®, its agents, employees or members including, but not limited to, slander, libel or defamation of character, that may arise from any action taken to verify, evaluate or process this application or other use of the information authorized and released hereunder.
7. By signing below, I expressly authorize the California Desert Association of REALTORS® and its MLS, including the local, state and national, or their subsidiaries or representatives to fax, e-mail, telephone, text or send by U.S. mail to me, at the fax numbers, e-mail, telephone and text numbers and addresses above, for any and all California Desert Association of REALTORS® and its MLS (including the local, state and national, or their subsidiaries or representatives) communications, including but not limited to those for political purposes and/or material advertising the availability of or quality of any property, goods or services offered, endorsed or promoted by the California Desert Association of REALTORS® and its MLS (including the local, state and national, or their subsidiaries or representatives) .

8. **Additional terms and conditions for MLS applicants only.** I understand and agree that by becoming and remaining a broker participant or subscriber to the MLS, I agree to abide by the MLS rules, as from time to time amended, including but not limited to the following:
- A. I agree not to use the MLS data for any purpose other than to market property or support market valuations or appraisals as specifically set forth in the rules.
 - B. I agree not to reproduce any portion of the active listings except as provided in the MLS rules.
 - C. I agree not to download MLS data except as provided in the MLS rules.
 - D. I agree not to allow anyone other than authorized participants, their subscribers and the clerical users as defined in the MLS rules to access any computer or device receiving MLS information. I agree not to transmit to or share the information with any participants, subscribers and clerical users, or any other non-subscribing licensee or third party, not authorized to access the system by the rules. I agree not to use the MLS to create another product except as may be used by the participant who downloaded the data in compliance with the MLS rules.
 - E. I agree I will not give or sell my password to any person or make it available to any person. I further understand that the California Penal Code and the United States Code prohibits unauthorized access to computer data bases. I agree not to allow such unauthorized access by use of any of my equipment, devices or pass codes.
 - F. I understand that clerical users may be authorized to have limited access to the MLS for clerical support only. I understand that clerical users are not allowed to use the information in any way other than to provide such information to me. Persons performing any activities that require a real estate license are not eligible for this clerical user classification. I further understand that any violation by a clerical user employed by me, under contract with me or used by me is my responsibility and can result in discipline and ultimate termination of MLS services.
 - G. I will not lend or make available my lockbox key, code or device to any person, even if an authorized MLS user. I further understand that the California Desert Association of REALTORS® and its MLS can incur costs in securing the system if I fail to take adequate measures to protect my key, code or device and lockbox and that I may be held responsible for these costs. Failure to adhere to key and lockbox requirements could undermine the security of homeowners.
 - H. I understand and agree that the above statements are in addition to the MLS rules, to which I have also agreed. Violation of any MLS rule may result in discipline, fine and ultimate termination of the service. In addition to that, my actions may cause damage to California Desert Association of REALTORS® which owns the MLS and the Board may pursue its legal remedies against me to recover such damages.
9. **REALTOR® and MLS applicants only; Arbitration Agreement.** A condition of membership in the California Desert Association of REALTORS® as a REALTOR® or REALTOR-ASSOCIATE® and participant in the MLS is that you agree to binding arbitration of disputes. As a REALTOR® (including Designated REALTOR®) or REALTOR-ASSOCIATE® member, you agree for yourself and the corporation or firm for which you act as a partner, officer, principal or branch office manager to binding arbitration of disputes with (i) other REALTOR® or REALTOR-ASSOCIATE® members of the California Desert Association of REALTORS®; (ii) with any member of the California or National Association of REALTORS®; and (iii) any client provided the client agrees to binding arbitration at the California Desert Association of REALTORS®. As a MLS Broker or Appraiser Participant or MLS Subscriber, you agree for

yourself and the corporation or firm for which you act as a partner, officer, principal or branch office manager to binding arbitration of disputes with (i) other MLS participants and subscribers; or (ii) any other MLS Broker or Appraiser Participant or MLS Subscriber of another Board/Association MLS which shares a common database with the California Desert Association of REALTORS® and its MLS through a Regional or Reciprocal Agreement. Any arbitration under this agreement shall be conducted using the California Desert Association of REALTORS® facilities and in accordance with the Board/Association rules and procedures for arbitration, pursuant to the [*California Code of Ethics and Arbitration Manual*](#).

10. REALTOR® Membership dues and assessments and MLS fees are set forth separately below. Please see the following pages for all fees due. For any and all clarifications on the above terms and conditions, and the information set forth herein the application, please contact the California Desert Association of REALTORS®.

SIGNATURE

*I certify that I have read and agree to the terms and conditions of this application and that all information given in this application is true and correct. (Designated REALTOR® signature is **REQUIRED** in order for application to be processed.)*

Signature of Applicant (*Agent/Applicant Signature*)

Date of Signature

Signature of Designated REALTOR® (*Broker Signature*)

Date of Signature

Signature of MLS Participant (*Broker Signature*)

Date of Signature

DUES AND FEES

(Please refer to pages 9 and 10 for fee breakdowns.)

Board/Association Dues	\$ _____
Board/Association Application/Initiation Fees	\$ _____
C.A.R. Dues	\$ _____
C.A.R. Processing Fees	\$ _____
N.A.R. Dues	\$ _____
Other Dues:	
REALTOR® Action Fund* (\$49.00)	\$ _____
C.A.R. Housing Authority* (\$10.00)	\$ _____
Dues Total	\$ _____
MLS Application/Reinstatement Fee	\$ _____
MLS Fees (Quarterly)	\$ _____
MLS FEES TOTAL	\$ _____
Total Amount Paid	\$ _____

Please indicate here if payment is by personal check. Yes No

** Suggested Voluntary Contributions*



CREDIT CARD AUTHORIZATION FORM

Date: _____, 20_____

To Whom It May Concern:

I authorize the California Desert Association of REALTORS® to charge my:

(Please choose one) VISA MASTERCARD AMERICAN EXPRESS

Credit Card #: _____

Exp. Date: ____/____ CVV: _____ In the amount of \$_____

CDAR Member #: _____

Print name as it appears on the credit card

Signature

Contact Phone #: _____

Email Address: _____

2020 REALTOR® Membership

January			July	
Local	\$ 150.00		Local	\$ 75.00
C.A.R.	\$ 184.00		C.A.R.	\$ 92.00
N.A.R.	\$ 185.00		N.A.R.	\$ 110.00
Subtotal	\$ 519.00		Subtotal	\$ 277.00
CDAR Application Fee	\$ 50.00		CDAR Application Fee	\$ 50.00
C.A.R. Processing Fee	\$ 100.00		C.A.R. Processing Fee	\$ 100.00
Total	\$ 669.00		Total	\$ 427.00
February			August	
Local	\$ 137.50		Local	\$ 62.50
C.A.R.	\$ 168.67		C.A.R.	\$ 76.67
N.A.R.	\$ 172.50		N.A.R.	\$ 97.50
Subtotal	\$ 478.67		Subtotal	\$ 236.67
CDAR Application Fee	\$ 50.00		CDAR Application Fee	\$ 50.00
C.A.R. Processing Fee	\$ 100.00		C.A.R. Processing Fee	\$ 100.00
Total	\$ 628.67		Total	\$ 386.67
March			September	
Local	\$ 125.00		Local	\$ 50.00
C.A.R.	\$ 153.33		C.A.R.	\$ 61.33
N.A.R.	\$ 160.00		N.A.R.	\$ 85.00
Subtotal	\$ 438.33		Subtotal	\$ 196.33
CDAR Application Fee	\$ 50.00		CDAR Application Fee	\$ 50.00
C.A.R. Processing Fee	\$ 100.00		C.A.R. Processing Fee	\$ 100.00
Total	\$ 588.33		Total	\$ 346.33
April			October	
Local	\$ 112.50		Local	\$ 37.50
C.A.R.	\$ 138.00		C.A.R.	\$ 46.00
N.A.R.	\$ 147.50		N.A.R.	\$ 72.50
Subtotal	\$ 398.00		Subtotal	\$ 156.00
CDAR Application Fee	\$ 50.00		CDAR Application Fee	\$ 50.00
C.A.R. Processing Fee	\$ 100.00		C.A.R. Processing Fee	\$ 100.00
Total	\$ 548.00		Total	\$ 306.00
May			November	
Local	\$ 100.00		Local	\$ 25.00
C.A.R.	\$ 122.67		C.A.R.	\$ 30.67
N.A.R.	\$ 135.00		N.A.R.	\$ 60.00
Subtotal	\$ 357.67		Subtotal	\$ 115.67
CDAR Application Fee	\$ 50.00		CDAR Application Fee	\$ 50.00
C.A.R. Processing Fee	\$ 100.00		C.A.R. Processing Fee	\$ 100.00
Total	\$ 507.67		Total	\$ 265.67
June			December	
Local	\$ 87.50		Local	\$ 12.50
C.A.R.	\$ 107.33		C.A.R.	\$ 15.33
N.A.R.	\$ 122.50		N.A.R.	\$ 47.50
Subtotal	\$ 317.33		Subtotal	\$ 75.33
CDAR Application Fee	\$ 50.00		CDAR Application Fee	\$ 50.00
C.A.R. Processing Fee	\$ 100.00		C.A.R. Processing Fee	\$ 100.00
Total	\$ 467.33		Total	\$ 225.33
Voluntary REALTOR Action Fund	\$ 49.00		C.A.R Housing Affordability	\$ 10.00

2020 MLS Membership

First Quarter MLS		Third Quarter MLS	
January	\$ 33.00	July	\$ 33.00
February	\$ 33.00	August	\$ 33.00
March	\$ 33.00	September	\$ 33.00
Subtotal	\$ 99.00	Subtotal	\$ 99.00
CDAR MLS Application Fee	\$ 50.00	CDAR MLS Application Fee	\$ 50.00
Total	\$ 149.00	Total	\$ 149.00
Second Quarter MLS		Fourth Quarter MLS	
April	\$ 33.00	October	\$ 33.00
May	\$ 33.00	November	\$ 33.00
June	\$ 33.00	December	\$ 33.00
Subtotal	\$ 99.00	Subtotal	\$ 99.00
CDAR MLS Application Fee	\$ 50.00	CDAR MLS Application Fee	\$ 50.00
Total	\$ 149.00	Total	\$ 149.00

CDAR MLS Renewal is due prior to the beginning of each calendar quarter. Please note that the MLS is only prorated for new members upon joining. Application fee applies only for initial setup of the MLS (first time or inactivated users).

Current Scheduled MLS Due Dates (falls on last day of quarter):

1st Quarter MLS – January 15, 2020

3rd Quarter MLS – June 30, 2020

2nd Quarter MLS – March 31, 2020

4th Quarter MLS – September 30, 2020

Supra Key Membership

For members looking to obtain Supra key access, you must first have your application completed and have received your MLS ID and password. For current pricing, please inquire with CDAR. Keys will only be issued once your application has been processed.

Supra only accepts major credit cards only for auto-debit purposes. eKEYS are auto-debited on the 4th of each month by Supra. CDAR no longer issues ActiveKEYS.