



Agent/Appraiser & Staff Form

Agent/Appraiser & Staff: To gain access to the Navica MLS system, please complete and return your forms along with your dues to the Northeast Central Association of REALTORS® (NECAR) within 5 business days. Forms and payment can be submitted by mail to PO Box 1089, Kirksville, MO 63501. Forms can also be emailed to necarmo1960@gmail.com, and payment can be made via the online link provided by the Association Executive. Once both your form and payment are received, MLS access will be granted within 5 business days. For assistance, contact the Association Executive, Jennifer McKim, at 660-216-4933 or necarmo1960@gmail.com.

First Name: _____ Last Name: _____

Address (Home): _____
 Street/PO Box City State Zip

Phone: (Please circle the number you want listed first. This will be the one listed on all your listings.)

cell home work

Email Address: _____

Web Address: _____

Office Name: _____

Agent Type (Pick One): ☐ Realtor®
☐ Designated Realtor®
☐ Office Staff
☐ Appraiser

Status (Pick One): _____ MLS and NECAR Primary member
 _____ MLS and NECAR Secondary Member
 _____ MLS and NECAR Non-Member
 Office Staff

Mail Code (Please indicate your mail delivery preference): ____ Agent ____ Office

Security level (Please check the level requested on the Navica Revolution Security Levels form): _____

***If member of another Association, please provide a letter stating that you are a member in good standing with them. Only after this letter has been received will your membership in the MLS be approved.**



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Agent/Appraiser & Staff Dues Information: A one-time startup fee of \$75 applies to each agent or appraiser when opening a new office, as well as to any new agent or appraiser joining an existing office. Unlicensed office staff are not required to pay dues; however, a \$75 startup fee applies to each. Additionally, a \$75 transfer fee will be assessed whenever an agent transfers to another participating office within NECAR.

Please note the following pro-rated dues for the yearly MLS portion of your membership. The figure includes both the startup fee and the proration for each month until the next yearly fees are due in the following year. The MLS year runs June 1st – May 31st.

Jan: \$135.44	May: \$87.12	Sep: \$183.76
Feb: \$123.36	June: \$220.00	Oct: \$171.68
Mar: \$111.28	July: \$182.92	Nov: \$159.60
April: \$99.20	Aug: \$207.84	Dec: \$147.52

I hereby apply for membership in the Northeast Central Association of REALTORS® MLS, and take full responsibility for adherence to the rules, by myself or anyone associated with my company. I understand that by virtue of a monthly Use Fee (determined by the MLS Committee and approved by the Board of Directors), only the participant may have access to and use the Northeast Central Association of REALTORS® MLS information. Further, I understand that I must maintain my membership in the Northeast Central Association of REALTORS® or the Missouri Board that holds my membership. If I drop my membership in the association and/or MLS no portion of my dues will be returned.

I understand and agree that participation in the Northeast Central Association of REALTORS® MLS is in 12-month increments with a starting date of the first of June of each year. The first year's fee shall be prorated to May 31 of the following year.

I also understand that in the event I fail to pay the dues as prescribed by the Northeast Central Association of REALTORS® MLS by the required date, my membership may be terminated. It will be necessary to reapply for membership and pay the Participant's Application fee again in order to resume participation in the Northeast Central Association of REALTORS® MLS.

Agent

Date