



## Agent/Appraiser/Staff Form

**AGENT/APPRaiser/STAFF** for the Navica MLS system. Please complete and return this form along with your dues (see page 2 for amount) to the **Northeast Central Association of REALTORS® (NECAR)** within 5 business days: **PO Box 1089 Kirksville, MO 63501**. You may contact the Association Executive, Katie Ochs, 660.216-4933 or [necarmo1960@gmail.com](mailto:necarmo1960@gmail.com).

User Name (Numbers or Letters, keep it simple): \_\_\_\_\_

Password (Numbers or Letters, keep it simple): \_\_\_\_\_

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, check the level requested on the Navica Revolution Security Levels form \_\_\_\_\_

\*If member in 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 NECAR/MLS be approved.



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## AGENT/Appraiser DUES INFORMATION:

If you are opening a new office, a new agent start up fee of \$50 applies to each agent/appraiser in the office. Any new agent in an existing office shall pay the same fee. Unlicensed office staff do not pay dues or the start up fee. Please note the following pro-rated dues for the yearly MLS portion of your membership. The figure includes both the start up fee and the proration for each month until the next yearly fees are due on the following year. The MLS year runs June 1<sup>st</sup> – May 31<sup>st</sup>.

Jan: \$110.44	May: \$62.12	Sept: \$158.76
Feb: \$98.36	June: \$195.00	Oct: \$146.68
Mar: \$86.28	July: \$182.92	Nov: \$134.60
April: \$74.20	Aug: \$170.84	Dec: \$122.52

**Dues are payable to: NECAR MLS and are mailed with your form to the NECAR at PO Box 1089, Kirksville, MO 63501. Once both your dues and form are received, you will gain access to the system within 5 business days.**

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 appraiser 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

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Agent

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Date