



Non-REALTOR® MLS Only Salesperson Pak

Thank you for choosing the Phoenix Association of REALTORS® (PAR) for your MLS Only needs. We appreciate the opportunity to serve you.

Attached are the required forms you will need to complete in order to join.

Please fax your completed: Non-REALTOR® MLS Only Salesperson Application, Dues Acknowledgement Form, PAR Charge Card Authorization Form, ARMLS New Subscriber Information & Payment Form, and a legible copy/photo of a government issued photo ID



to 602-288-0320. Failure to submit all required forms will delay the processing time of your application.

Once we have processed your application you will receive an email from us containing your membership information.

If you have any questions please contact the PAR Membership staff at 602-246-1012.

Office Use Only:

Member # _____ NRDS # _____ MLS ID _____

Firm: Code _____ Firm NRDS # _____ Via: In Person / Mail / Fax / Email



Non-REALTOR® MLS Only Salesperson Application



I, the undersigned, hereby apply for Non-REALTOR® MLS Only Salesperson membership in the Phoenix Association of REALTORS®.

Date: _____ Applying for: Non-REALTOR® MLS Only Salesperson Membership

Name as shown on real estate license: _____

Home Address: _____ City _____ State _____ Zip _____

Generation: (Jr. / Sr. / II / III / IV) Salutation: (Ms. / Mrs. / Mr.) Nickname _____ Sex (M / F)

Email Address: _____ @ _____

Home Phone: _____ Cell Phone _____ Home Fax: _____

Preferred Phone : (Home / Cell / Office Preferred Fax : (Home / Office)

Mail Preference (for all mail): Home Office Other _____

Firm Name _____ Firm Code _____

Personal Real Estate License # or Appraisal License # _____

License Exp. Date ____/____/____ DOB: ____/____/____ Personal Website: _____

Do you hold any professional NAR recognized designations? No Yes – if yes, which ones? _____

- Have you ever been a member of the Phoenix Association of REALTORS®? No Yes – if yes, when? _____
- Have you ever belonged to another local association of REALTORS®? No Yes – if yes, see below:
If yes, which local association (name) and approximately when? _____
- Are you currently a member of another local association of REALTORS®? No Yes – if yes, see below:
If yes, which local association (name)? _____

Payment Due: MLS Only processing fees are a one-time only fee as long as my MLS Only status remains active. The Phoenix Association of REALTORS® reserves the right to deny refund requests, to assess service charges on refunds or checks returned for insufficient funds and to establish time limits on the period during which refunds may be granted. All refund requests are subject to a \$20 processing fee.

Breakdown of all fees will be included on the Dues Receipt created when filing application.

Total Paid.....\$ _____

PLEASE READ THE PROVISIONS ON THE REVERSE SIDE BEFOR SIGNING: I hereby certify that the information contained on this application is true and correct, 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. I confirm and certify that I have read, understand and agree to the provisions on the reverse side of this application. By signing below I also agree to accept all bills and communication electronically and to keep a current valid email address on file as a condition of membership.

Signature of Applicant: _____ Date _____ Staff Initial _____

OFFICE USE ONLY RESRCH BY: _____ MBR PROCSD BY: _____ INPUTTED BY: _____ File By _____

Non-REALTOR[®] MLS Only Salesperson Application

Licensed Agent currently licensed under a MLS Only Participant NON-REALTOR[®]

(PLEASE READ THOROUGHLY BEFORE SIGNING)

In filing my processing form for MLS Only Salesperson participation in the Phoenix Association of REALTORS[®], and upon being granted the rights and privileges of such participation, I hereby pledge to accept as binding on me the terms and conditions herein specified.

I hereby agree, as a MLS Only Salesperson Participant of the Phoenix Association of REALTORS[®], to subscribe to and abide by the Constitution, Bylaws and Code of Ethics of the National Association of REALTORS[®], the Articles of Incorporation, Bylaws, rules and regulations of the Arizona Association of REALTORS[®], and the Articles of Incorporation, Bylaws, rules, regulations and policy of the Phoenix Association of REALTORS[®].

I further agree to abide by and adhere to any future additions, alterations, amendments, repeals or revisions of the Constitution, Code of Ethics, Articles of Incorporation, Bylaws, rules, regulations and policy of any of the aforementioned organizations which may hereafter be adopted should I continue my participation.

I agree that my act of paying any assessments shall be evidence of my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitutions, Bylaws, rules, regulations, and policy, including the duty to arbitrate any future disputes with another member or participant of the association, any member of the Arizona Association of REALTORS[®] or members of the public in accordance with the National Association of REALTORS[®] Code of Ethics and Arbitration Manual, all as from time to time amended. I also agree to pay all fees and assessments as from time to time established. I further understand and agree that my fees shall include such amount as established annually by the Board of Directors.

I acknowledge that neither the Phoenix Association of REALTORS[®] nor its Multiple Listing Service set or recommend compensation fees, rates or policies, and that compensation arrangements for the sale, purchase, leasing or management of property are established by negotiation between brokers and clients or customers.

I acknowledge that, if I subsequently resign or am expelled from participation in the Association with an ethics complaint or arbitration request pending, the Association's Board of Directors may condition re-processing of participation upon my verification that I will submit to the pending ethics or arbitration proceeding and will abide by the decision of the Hearing Panel; or if I resign or am expelled from participation without having complied with an award in arbitration, the Board of Directors may condition re-processing of participation upon my payment of the award, plus any costs that have been previously established as due and payable in relation thereto, provided that the award and such costs have not, in the interim, been otherwise satisfied.

I understand that the use of the membership term "REALTOR[®]" and its logo are for sole use of REALTOR[®] members of the REALTOR[®] association. As an MLS Only Salesperson I am prohibited from the use of the term "REALTOR[®]", and its designations and logos in every way, including use on all business cards, signs, certificates, letterhead and promotional materials.

I consent and agree that any information and comment about me furnished to the Association by any member or other person or association in consideration of this processing form shall be privileged and not form the basis of any action by me for slander, libel or defamation of character.

On July 16, 1975, final judgment was issued in the class action suit of Charles T. James, et ux, plaintiff, vs. Phoenix Real Estate Board, Inc., and all other defendants. While the Phoenix Association of REALTORS[®] denies any allegations of the suit, it was determined to settle the suit, such settlement including agreement that the following information be read by all new applicants for membership of the Phoenix Association of REALTORS[®]:

"Each of the defendant Boards, whether acting unilaterally or in concert or agreement with any other person, and each of the remaining defendants when acting in concert with third persons, with respect to transactions involving residential real estate, is enjoined and restrained from:

- (A) Filing, establishing or maintaining any rates or amounts of commissions or other fees;
 - (B) Urging, recommending or suggesting that any of its members adhere to any rates or amounts of commissions or other fees;
 - (C) Adopting, suggesting, publishing or distributing any schedule or other recommendation concerning the rates or amounts of commissions or other fees;
 - (D) Including in any instructional course or other educational material any recommended or suggested rates or amounts of commissions or other fees;
 - (E) Adopting, adhering to, maintaining, enforcing or claiming any rights under any Bylaws, rule, regulation, plan or program which restricts or limits the right of any person engaged in the sale of residential real estate to agree with his/her client on any judgment;
 - (F) Taking any punitive action against any person where such action is based upon that person's failure or refusal to adhere to any schedule or other recommendations concerning rates or amounts of commissions or other fees;
 - (G) Refusing to accept for multiple listing any listing for the sale of residential real estate because the rate or amount of commission set forth in such listing;
- (H) Considering in any way the commissions charged by any person duly licensed as a real estate broker in passing upon the application of such person or membership in any Board or Multiple Listing Service.



Fees Acknowledgement Form
For Non-REALTOR® MLS Only Salesperson

DUES, FEES, BILLING CYCLE AND REQUIREMENTS

Please refer to MLS Only Fee Schedule to complete the amounts below:

- I understand that my payment of \$_____ is good toward my MLS Only Salesperson Initiation fee at PAR. Refunds of the initiation fee are not permitted. All other refunds are subject to a \$20.00 processing fee. Cancellation requests must be made in writing. Checks returned for insufficient funds will incur service charges and services will be suspended or terminated.
- I understand the MLS Only affiliation is not a REALTOR® membership and I cannot use the REALTOR® logo.
- I understand that I am not entitled to any of the Member benefits offered through PAR, AAR and NAR, including such things as ZipForms and eSign.
- I also understand that my payment of made payable to ARMLS on the ARMLS website is for my personal access to the MLS. These fees are separate from any MLS Only office fees. These fees will become due again and billed directly to me 365 days from initial payment. Any refund requests for these fees must be addressed directly to ARMLS.
- Separate fees will be charged by ARMLS for an electronic key card and lockboxes if applicable.
- I understand that it is my responsibility to keep my current company information as well as my email address up to date with PAR at all times.

Member Name (print) _____ MLS ID _____

Member Signature _____ Date _____

Fax your completed Non-REALTOR® MLS Only Salesperson Pak to:

602-288-0320 or email it to: receptionist@paronline.com

Failure to submit all required paperwork will delay processing.

OFFICE USE ONLY RESRCH BY: _____ MBR PROCSD BY: _____ INPUTTED BY: _____ File By _____



Phoenix Association of REALTORS®

2019 Board Fee Schedule

For MLS Only Broker and MLS Only Salespersons

Office Initiation Fee for MLS Only Brokers:

Jan – Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
PAR	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00

Processing Fee for MLS Only Brokers & MLS Only Salespersons:

Jan – Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
PAR	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

Office MLS Fee for MLS Only Brokers (billed monthly)

Jan – Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
PAR	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00

Personal MLS Fees for MLS Only Brokers & MLS Only Salespersons:

- The amount payable for your ARMLS fees will need to be paid first before you may access Flexmls or any other MLS service including Supra Lockbox keys/lockboxes.
- Your Login and Password will be emailed to you once we have set up your MLS access. ARMLS billing year will begin the day you make payment. So the amount you are paying for ARMLS will take you through 1 year from date of payment. Any refund requests for these fees must be addressed directly to ARMLS.

Supra Fees for MLS Only Brokers & MLS Only Salespersons:

Supra Key Fees – Please contact ARMLS Support Center at 480-921-7777 for current fees.



CHARGE CARD AUTHORIZATION FORM

Member Name: _____ Phone: _____

Credit Card Payment: Please circle one: Visa MasterCard Discover Amex

Credit Card #

(Please Print Clearly – include all digits – no space)

VIN# (from back of Visa/MC/Disc) VIN# (from front of Amex)

Expiration Date: /

Billing address: _____

City _____ State _____ Zip _____

Payment of:
Membership Fee: \$ _____

Total to be charged: \$ _____

Signature: _____ Today's Date ____/____/____ By

signing above, you authorize the Phoenix Association of REALTORS® to charge your credit card for the amount listed above. Credit Card charges will appear on your statement as REALTOR® Association - Chicago IL.

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Be Completed By PAR Staff:

Member # _____ MLS ID _____ Total Amount \$ _____

Date _____

Activate your ARMLS Subscription, Go to ARMLS.com/payfees

This section to be completed by Association Staff

MLS ID/Username: _____	Company/Office Name: _____			
Password: _____	Office ID: _____			
Subscriber Type (check one)	<input type="checkbox"/> Designated REALTOR [®]	<input type="checkbox"/> REALTOR [®]	<input type="checkbox"/> Appraiser	<input type="checkbox"/> Affiliate with Key

Subscriber MLS Profile Information

***Required**

*First Name	Middle Name	*Last Name	
*Email Address	Website (leave blank if none)		
*Mailing Address	*City	*State	*Zip
*Primary Phone # (____) - ____ - ____	<input type="checkbox"/> Home	<input type="checkbox"/> Cell Phone	<input type="checkbox"/> Office
Fax # (____) - ____ - ____	(*Check one)		

Your ARMLS Subscription

The Association has assigned your MLS ID and login information as provided to you on this form. To activate your subscription, login to ARMLS.com/payfees with your MLS ID and password. You will login to our ATLAS system and will be prompted to purchase your MLS subscription. Your subscription begins the day you pay and will expire in 365 days. **Please note, there are no refunds.**

ARMLS Support Centers

You may also activate your ARMLS subscription at one of our Support Centers. Please ask your Association for the nearest location to you or go to ARMLS.com/Support. Our Support Centers will be able to assist you with lockbox/key and MLS system support.

Access to your MLS products

You may access your purchased MLS products from our ATLAS system. Go to ATLAS.ARMLS.com, login with your MLS ID and password, then select the product from the left launch panel. **Note: When accessing Flexmls for the first time, you will be prompted to change your password.**

MLS Products Included with Subscription		MLS Pro \$342 /yr	MLS Pro w/Advantage \$552 /yr
	Flexmls Our MLS runs on the Flexmls platform by FBS Data Systems out of Fargo, ND. The system has desktop, mobile and mobile web versions.	✓	✓
	Monsoon Monsoon is our tax records system using data from The Information Market (TIM). Based in Tempe, TIM has been providing data since 2005.	✓	✓
	ShowingTime ShowingTime is a showing system that makes scheduling showings easy for everyone. Based in Chicago, ShowingTime is fully integrated into Flexmls.	✓	✓
	Mobile apps and other products We will continue to offer multiple mobile options (Flexmls Pro, etc.) and our other offerings: ARMLS.com/products	✓	✓
	RapidStats RapidStats is a data-driven reporting and analytics tool created by ARMLS that helps agents and brokers understand their markets, pricing and opportunities to make decisions.		✓
	Cloud CMA With Cloud CMA you can easily create CMAs, buyer tours, property reports, and flyers. Every report is branded to you and full of big beautiful photos.		✓
	Cloud MLX Effortlessly search for listings, share information with clients and other agents, and access Cloud CMA and Cloud Streams all with Cloud MLX.		✓
	Cloud Streams Cloud Streams keeps your clients updated with auto listing alerts via email and text much faster than other portal options.		✓
	Remine Remine uses data layers to illuminate real estate opportunities with intuitive map-based visualizations and push notifications with actionable intelligence so you can prospect for new buyers and sellers.		✓