



MetroTex Association of REALTORS®
Application & Agreement for
REALTOR® MEMBERSHIP



(For use by sales licensees, broker associates and appraisers)
 Sponsoring Brokers Use the Application for Designated REALTOR® Application

For primary membership: Please attach a copy of your active Texas Real Estate license, Broker license or Certified Appraiser License which shows sponsorship by a Broker or State Certified Appraiser who is a Primary or Secondary Designated REALTOR® member of MetroTex. Signature of the Designated REALTOR® or authorized signatory for your office is **required** for all applications submitted.

For secondary membership: Signature of the Designated REALTOR® or authorized signatory for your office is **required** for all applications submitted.

Application and Processing Fee: \$100.00 Application fee is required to be paid with all dues at the time application is processed by MetroTex Staff (See table below for the amount of dues applicable).

* Please note MLS and Supra Key Service are additional fees.

All applicants are required to register for two courses upon joining the Association:

- 1) New Member Orientation
- 2) MLS Introductory Training

(Not required if your office receives MLS services through another Association)

REALTOR® (Salesman/Non-Principal Broker) applicants may have temporary Association services and Keycard/Keybox services prior to attending the new member orientation if the Designated REALTOR® (principal broker for the firm) is already a full Member. Temporary MLS & Key services are contingent upon completion of the New Member Orientation & MLS training course.

PAYMENT OF DUES & FEES:

Once your completed application has been received, a member services staff person will contact you for payment and processing. The Association accepts corporate checks, credit cards, or bank debit cards.

DUES AND FEES ARE NOT REFUNDABLE AT ANY TIME. APPLICATIONS SUBMITTED WILL BE PROCESSED WITHIN TWO BUSINESS DAYS.

ANNUAL DUES

Annual dues will be collected after application is submitted to MetroTex staff.

If you activate your license:	<u>MTAR</u>	<u>Texas REALTORS</u>	<u>NAR</u>	<u>Technology Assessment</u>	<u>Texas REALTORS Issues Mobilization Political Assess</u>	<u>Texas REALTORS Legal</u>	<u>NAR Assess</u>	<u>Your 2021 Dues will be</u>
January, 2021	\$117.00	\$117.00	\$150.00	\$10.00	\$30.00	\$5.00	\$35.00	\$464.00
February, 2021	\$107.25	\$107.25	\$137.50	\$10.00	\$30.00	\$5.00	\$35.00	\$432.00
March, 2021	\$97.50	\$97.50	\$125.00	\$10.00	\$30.00	\$5.00	\$35.00	\$400.00
April, 2021	\$87.75	\$87.75	\$112.50	\$10.00	\$30.00	\$5.00	\$35.00	\$368.00
May, 2021	\$78.00	\$78.00	\$100.00	\$10.00	\$30.00	\$5.00	\$35.00	\$336.00
June, 2021	\$68.25	\$68.25	\$87.50	\$10.00	\$30.00	\$5.00	\$35.00	\$304.00
July, 2021	\$58.50	\$58.50	\$75.00	\$10.00	\$30.00	\$5.00	\$35.00	\$272.00
August, 2021	\$48.75	\$48.75	\$62.50	\$10.00	\$30.00	\$5.00	\$35.00	\$240.00
September, 2021	\$39.00	\$39.00	\$50.00	\$10.00	\$30.00	\$5.00	\$35.00	\$208.00
October, 2021	\$29.25	\$29.25	\$37.50	\$10.00	\$30.00	\$5.00	\$35.00	\$176.00*
November, 2021	\$19.50	\$19.50	\$25.00	\$10.00	\$30.00	\$5.00	\$35.00	\$144.00*
December, 2021	\$9.75	\$9.75	\$12.50	\$10.00	\$30.00	\$5.00	\$35.00	\$112.00*

*In addition to the above fees, any member joining after September 30, 2021 will also be required to pay 2022 annual dues at the time their application is submitted.

Email completed application to MemberServices@dfwre.com

AN EXPLANATION OF YOUR 2021 REALTOR® DUES

2021 MetroTex Local Dues – This is the annual dues of each REALTOR® member as established annually in advance by the Board of Directors in accordance with Article X, Section 8(a) of the Association Bylaws. It funds all Association member benefits and services.

MetroTex Technology Assessment – This assessment funds the MetroTex Technology Reserve Fund, which was established in 2016. It allows for the designation of restricted reserves that can be used solely for new technology initiatives for the Association. It will allow for upgrades to current Association technology, the investment in new technology equipment, and/or for the installation of new technology systems for the benefit of the membership. This fund is reviewed annually by the MetroTex Budget & Finance Committee, and voted on annually by the MetroTex Board of Directors.

2021 TEXAS REALTORS® Dues – This is the annual dues of each REALTOR® member as established annually in advance by the Board of Directors in accordance with Article III, Section 1(A) of the Association Bylaws. It funds all State Association member benefits and services.

TEXAS REALTORS® Legal Fund Assessment – The Legal Fund was created and approved annually by the TEXAS REALTORS® Board of Directors for the express purpose of:

- Helping Texas REALTORS® understand their legal rights and duties under law.
- Providing legal assistance for matters pending in court or governmental agencies.
- Defraying all or a portion of legal expenses for pending litigation in which a member is a party.
- Defraying legal expenses for cases in which the association intervenes or files briefs as a friend of the court.
- Monitoring and participating in the actions of governmental agencies.
- Reimbursing travel expenses of Texas REALTORS® who participate in form-development task forces.

TEXAS REALTORS® Issues Mobilization/Political Advocacy Assessment – The Issues Mobilization Program was created and approved by the TEXAS REALTORS® Board of Directors to help local REALTOR® Associations who've identified local ordinances that could affect all Texas REALTORS® or property owners. If a local Association identifies such a proposal, it applies for assistance. Help may come in the form of political expertise, strategic guidance, marketing, and/or funding.

2021 NAR Dues – This is the annual dues of each REALTOR® member as established annually in advance by the Board of Directors in accordance with Article II, Section 1(A) of the Association Constitution and Bylaws. It funds all National Association member benefits and services.

NAR Consumer Advertising Campaign – This funds the NAR Public Awareness Campaign that includes TV ads highlighting the value a REALTOR® brings to a transaction.

- The funds allow the campaign to support NAR's strategic objective of reaching and engaging consumers, increasing the association's reach and impact to the public by driving home the value of home ownership and importance of hiring a REALTOR®. Research shows that NAR's national advertising is accomplishing its goals of persuading consumers of the value of homeownership and real estate investment and assuring them of the value REALTORS® bring to the real estate transaction. In our most recent tracking study, 70 percent of consumers surveyed said the ads made them want to contact a REALTOR® for more information, and 82 percent said that the ads made them feel more positive about homeownership.
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- The Consumer Advertising Campaign is also one of NAR's most popular membership services. According to the latest membership survey, 96 percent of all members like the ad program and 91 percent would like to see even more advertising than is currently run, a number unchanged through the past three years.
- The National Association of REALTORS® Board of Directors voted to maintain an assessment level of \$35.

MANDATORY NEW MEMBER ORIENTATION

All REALTOR® applicants will be required to complete the new member orientation **within 60 days** of their join date. **If you do not complete New Member Orientation within 60 days of your join date your membership will be inactivated.** The orientation class is broadcast live from the Association headquarters, and simulcast to all five service centers. You are encouraged to register at the location most convenient for you. The cost of the course is included in your application fee.

Why must I attend?: As a real estate professional, it is critical that you know about your professional trade organization and the many ways it can assist you in your business. Along with the many benefits, educational programs and resources that are available to members, the networking and business building that you can achieve by attending the orientation and other Association events more than pays for the cost of your annual membership. Statistics show that early engagement leads to a higher level of knowledge and understanding about the industry, its practices, and the critical rules and regulations that govern your activities as a real estate professional. This in turn leads to fewer TREC and MLS complaints, and a more conscientious effort to practice in a professional and ethical manner.

New Member Orientation is held the 1st & 3rd Friday of each month from 9:00 AM to 1:00 PM. You are responsible for reserving your seat for the orientation you wish to attend, and registration is required. To register for Orientation please follow the link below to our calendar & register through the GoToWebinar system within the New Member Orientation class.

[Metrotex Course Calendar](#)

In order to receive credit for attending orientation, you must be logged into the webinar for the entire duration of the class.

Please note if you have make a reservation and do not attend or cancel prior to your orientation date, you will be charged a No-Show fee of \$50.00.

MANDATORY MLS TRAINING INFORMATION

MLS services are contingent upon completion of the **Intro to Matrix MLS Course**. Please note this is in addition to your new member orientation. There are 2 options for completing this requirement. You are responsible for registering for the MLS training in one of the following two ways:

1. **The hands-on MLS training courses** are scheduled regularly throughout the month. After you have applied for membership you may register for the hands on training via MetroTex eServices at www.mymetrotex.com. Or you can contact an MLS Coordinator at 214-540-2755 OR 817-796-5350 who can assist you in registering for a specific course.

To register on MetroTex eServices, go to www.mymetrotex.com and click on Account Access at the top left of the homepage. Log in to your eServices account and click on the **MetroTex Course Calendar and Registration** Link found under the **Education and Training** section. Look for the **MLS-Intro Matrix MLS** course and click on the title to register. Click on the **Proceed to Register** box and follow the instructions to register.

OR

2. **Take the MLS Training via a 1 hour on demand webinar:** [Get started here](#)
 - o Keep in mind that all MLS training courses are FREE to all MetroTex MLS subscribers. After you view this webinar, if you feel you need more training, simply use the instructions above to register for the hands on course.

Once you have completed one of the two training options above, contact the MLS Department at mls@dfwre.com or 214-540-2755 to receive your MLS password and login instructions.

Want to earn a FREE quarter of MLS fees?

Ask about the M.A.P.S. certification courses. By navigating your way through our 6 course curriculum, you will receive your MLS Academy for Professional Success (M.A.P.S.) certification and get a quarter year of MetroTex MLS fees for free! Course selection is designed to give students a comprehensive knowledge base of the various MLS applications available to them. All of these courses are free to MetroTex MLS subscribers and are all approved for TREC CE credit (TREC provider #0011). Click here for the [Maps flyer](#)



MetroTex Association of REALTORS® Application & Agreement for (NON-DESIGNATED) REALTOR® MEMBERSHIP

1. Name of Applicant: _____
Mr./Mrs./Ms. (First) (Middle) (Last) (Nickname for MLS)
 Exactly as is appears on your real estate license

2. Name of Sponsoring Broker: _____

3. Name of Real Estate Firm: _____
 Office Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____

4. Applicant's Residence Address: _____
 City: _____ State: _____ Zip: _____ Web Page: _____

5. Check here if you wish to receive MetroTex mailings at your home address. (All bills will be sent via email to your email address.)

6. **Please complete all that apply and check ONE box to indicate the number that will be listed as your main contact number.**
 Home phone #: (_____) _____ Voice Mail #: (_____) _____
 Mobile Phone #: (_____) _____
 Personal Fax #: (_____) _____
(If you wish to receive faxes at your personal fax number and not the office fax.)

7. E-mail Address: _____ Date of Birth: _____
*Required for Keycard, MLS and Annual Dues Billing

8. Texas Real Estate License Number: _____ Expiration Date: _____

9. Race/Ethnicity: African American Asian American Indian or Alaskan Native
 Hispanic or Latino Native Hawaiian or Pacific Islander White or Caucasian
*Answer to question 9 is optional. Failure to check a box has no adverse effect.

10. Primary Field of Real Estate: Residential Commercial Both

11. Will the MetroTex Association of REALTORS® be your primary Association/Board? Yes No
 If No, list Primary Association/Board name: _____

12. Have you paid current year TAR and NAR dues to another Association/Board? Yes No
 If yes, state name of Association/Board: _____

13. Do you now, or have you ever held membership in another Association /Board? Yes No
 If yes, state name of Association/Board: _____

14. Do you have any unpaid financial obligation to any other association or association MLS?
 Yes No

15. Have there been any official sanctions against you or of your real estate license by a governmental agency or court of law within the last three years? Yes No
 If yes, describe the nature of each sanction, the agency or court issuing such sanction, and current status or resolution of such complaint.

15. Within the past three years, have you been involved in any pending or recent bankruptcy or insolvency proceedings or adjudged bankrupt? Yes No

If yes, describe the nature of such proceedings, including the case number, court, and date of such proceedings.

I hereby apply for Non-Designated REALTOR® Membership in the MetroTex Association of REALTORS®, Inc., ("MetroTex"). I certify that I hold a current, valid Texas real estate license and that I am actively engaged in the real estate business. I agree as a condition of my membership to complete the indoctrination courses(s) as prescribed by MetroTex. On my own initiative I will thoroughly familiarize myself with the Code of Ethics of the National Association of REALTORS®, Bylaws and Rules and Regulations, from time to time in effect, of MetroTex, Texas REALTORS® and the National Association of REALTORS®; and will also familiarize myself with my mandatory duty to arbitrate business disputes with other REALTORS® in accordance with the Code of Ethics and Arbitration Manual of the National Association of REALTORS®. I agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitutions, Bylaws, Rules and Regulations and duty to arbitrate, all as from time to time amended, revised, supplemented or altered. I acknowledge and confirm that the Bylaws of MetroTex provides that I am required to arbitrate and I do hereby irrevocably agree to arbitrate, any dispute or controversy hereafter arising between me and one or more members of MetroTex in accordance with the rules and regulations governing such arbitration, from time to time in effect as adopted by MetroTex or its Board of Directors. I consent and authorize MetroTex to invite and receive information and comment about me from any member or other person and I agree that any information and comment furnished to MetroTex by any member or person in response to any such invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel, or defamation of character. I agree that my membership in MetroTex and/or the MLS will authorize me unlimited access to the MLS database and to personal information of other members of MetroTex. Accordingly, I especially promise to use such access and information only in pursuit of my real estate activities within the scope of my license and not to utilize such access or information for commercial ventures or endeavors that are not within the scope of my license.

I agree, if my membership is approved as a (Non-Designated) REALTOR® of MetroTex, I will pay the prescribed dues and fees in accordance with the Bylaws of the Association, from time to time in effect. By signing this application, the undersigned sponsoring broker or other authorized signatory acknowledges responsibility for all financial obligations incurred by the Applicant, so long as the Applicant is affiliated with my firm for dues, fees, keybox lease access fees, MLS fees, and other expenses regularly billed by MetroTex to a sponsoring broker for Association services.

I acknowledge that if accepted as a member and I subsequently resign and/or am expelled from membership in MetroTex with an unpaid financial obligation, an ethics complaint or arbitration request pending, the Board of Directors of MetroTex may condition renewal of membership upon payment of the financial obligation owed, 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 membership without having complied with an award in arbitration, the said Board of Directors may condition renewal of my membership upon my payment of the award, plus any costs that have previously been established as due and payable in relation thereto, provided that the award and such costs have not, in the interim, been otherwise satisfied.

All REALTOR® member applicants are **required** to attend Orientation **within 60 days**. By signing below, I acknowledge that if I fail to attend orientation within 60 days of my join date my membership will be inactivated and my services discontinued until I complete the new member orientation course. In order to obtain active membership again, I agree to register and attend the next Orientation being offered.

(Applicant's Signature)

(Date)

(Sponsoring Broker OR AUTHORIZED SIGNATURE) *REQUIRED*

(Date)

****IF YOUR OFFICE RECEIVES MLS SERVICES FROM METROTEX GMMLS THE SPONSORING BROKER OR AUTHORIZED SIGNATORY SHOULD COMPLETE THIS SECTION****

***MLS ACCESS LEVEL:**

- Agent/Load Agent/No Load Designated Manager Office Manager

The Designated Manager access level allows add/modify to all listings in only the office location the individual is located. The Office Manager access level allows add/modify access to all listings in all branch offices associated with the MLS Participant.