

How to Schedule an Appointment to Join

1. Call the Membership Services Department at 408.445.8500 to schedule an in-office or phone appointment between 9 a.m. and 3 p.m. Monday to Friday. We are flexible in working with your timetable. Allow one hour for the appointment. We have 2 locations: 1651 N. First Street, San Jose, CA 95112 and Location: 7901 Westwood Dr. Unit J Gilroy, CA 95020
If you are unable to make your appointment, please, call the Membership Services Department to reschedule at 408.445.8500.
2. Email your completed SCCAOR application and MLSListings Receipt to membership@sccaor.com, at least 24 hours prior to your appointment.
3. **Dues:** Santa Clara County Association of REALTORS® dues are prorated from the month you join through December of that year. See Page 2, for MLSListings, Inc. fees. SCCAOR accepts all forms of payment for membership. MLSListings, Inc. accepts American Express, Visa, MasterCard, Discover, Checks, or Money Orders.

You are required to be an active member of MLSListings, Inc. to have an active key.

Sign up online at www.pro.mlslistings.com and join.

All applicants must apply for and maintain the same type of membership as their firm's broker and/or MLSListings Participant.

Primary REALTOR® Membership Fees

Joining in	CAR	NAR	NAR Awareness Campaign	SCCAOR	CAR & SCCAOR Processing Fees	Total
Jan	\$184.00	\$150.00	\$35.00	\$239.00	\$200.00	\$808.00
Feb	\$168.67	\$137.50	\$35.00	\$239.00	\$200.00	\$780.17
Mar	\$153.33	\$125.00	\$35.00	\$239.00	\$200.00	\$752.33
Apr	\$138.00	\$112.50	\$35.00	\$179.25	\$200.00	\$664.75
May	\$122.67	\$100.00	\$35.00	\$179.25	\$200.00	\$636.92
Jun	\$107.33	\$87.50	\$35.00	\$179.25	\$200.00	\$609.08
Jul	\$92.00	\$75.00	\$35.00	\$119.50	\$200.00	\$521.50
Aug	\$76.67	\$62.50	\$35.00	\$119.50	\$200.00	\$493.67
Sep	\$61.33	\$50.00	\$35.00	\$119.50	\$200.00	\$465.83
Oct	\$46.00	\$37.50	\$35.00	\$59.75	\$200.00	\$378.25
Nov	\$30.67	\$25.00	\$35.00	\$59.75	\$200.00	\$350.42
Dec	\$15.33	\$12.50	\$35.00	\$59.75	\$200.00	\$322.58

MLSListings, Inc Fees

One Time Processing Fees		Access Fees			Broker Total	Agent Total
Subscriber/Agent	\$200.00	Annual	$\$72.83 \times 12 \text{ months}$	\$874.00	\$1174.00	\$1074.00
Participant/Broker	\$300.00	Semi-Annual	$\$81.50 \times 6 \text{ months}$	\$489.00	\$789.00	\$689.00
		Quarterly	$\$92 \times 3 \text{ months}$	\$276.00	\$576.00	\$476.00

SUPRA eKey Information

	eKey Basic Plan	eKey Professional Plan
Pricing	\$23.72, Auto debit monthly by SUPRA	\$38.38 billed monthly by SUPRA
Functionality	Basic lockbox functions available by application	Basic lockbox functions, plus MLS, maps, and showing activity
Additional Accessories / Fee	\$50 + tax Supra processing fee.	\$50 + tax Supra processing fee.

eKey Plans

	Basic	Professional
Open iBoxes	*	*
Read iBoxes at listings; view showing agent name and phone	*	*
Customize iBox access hours as you take the listing	*	*
Add business card, flyer, showing notes to iBox	*	*
Track iBox inventory and view settings on your device	*	*
Send showing feedback to listing agents when you update your key	*	*
View showing activity details on KIMweb	*	*
Retrieve specific MLS info wherever you are		*
MLS info and agent roster refreshed daily on your key device		*
View HotSheets		*
Search MLS five ways (Most used is Address Search)		*
Free Mapopolis maps linked to listings		*
Create and save buyer profiles and mini-CMA searches on device		*
View showing details and feedback on your device		*



1651 North First Street, San Jose, CA 95112
(408) 445-8500 • www.sccaor.com

Application for REALTOR® Membership

Type of membership applying for:

Primary REALTOR® Secondary REALTOR® MLS Only

1. Name: _____ Nickname: _____
2. Home Address: _____ Zip: _____
- Home Phone: _____ Cell Phone: _____ Personal Fax: _____
- Preferred Phone: Home Office Cell Date of Birth: _____
- Mother's Maiden Name: _____ or Your Birthplace: _____
(This information will be used as verification of Identity when pin numbers or passwords are requested)
3. E-mail: _____ Personal Website: _____
4. DRE License #: _____ Broker Salesperson Expiration Date: _____

Persons other than principles, partners, branch office manager or corporate officers of real estate or appraisal firms must remain employed by or affiliated with a Designated REALTOR® to be eligible for REALTOR® membership.

5. Name of Designated REALTOR® (Broker): _____ BRE #: _____
6. Firm Name: _____
- Firm Address: _____
- Firm Phone: _____ Fax: _____
- Office email: _____ Website: _____
- Your Preferred Mailing: Office Home Your Preferred Fax: Office Home
7. List all Boards/Associations of REALTORS® to which you **now and/or previously** belong as a member:

8. If you are currently a member of another Association or have been in the past, please include your 9-digit NRDS/CAR member number: _____
9. Have you ever been disciplined by any of the above Associations/Boards? YES NO
10. Have you ever been disciplined by the DRE? YES NO If yes, please attach copy of discipline

SCCAOR OFFICE USE ONLY: Date: _____ Prepared by: _____	
MEMBER # _____	OFFICE # _____
NRDS # _____	Letter of Good Standing _____

ASSOCIATION BYLAWS: I understand that the above statements are in addition to the Association Bylaws, to which I have also agreed. Violations of Association Bylaws may result in discipline, fines, and ultimate termination of membership. My actions may cause damage to the Santa Clara County Association of REALTORS® and the Association may pursue its legal remedies against me to recover such damages.

ARBITRATION AGREEMENT: (a) I hereby agree, for myself and the firm for which I act, to binding arbitration of disputes with any client by the Board/Association rules. (b) Further, I agree to binding arbitration in accordance with Board/Association rules, with any other member of this Board/Association.

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.

NO REFUND: I understand that my dues and fees are non-refundable. In the event that I fail to maintain eligibility for membership for any reason under the Association Bylaws, including but not limited to discipline by the Association, I understand I will not be entitled to a refund of my dues and fees.

AUTHORIZATION TO RELEASE AND USE INFORMATION AND WAIVER: I authorize the Santa Clara County Association of REALTORS® or its representatives to verify any information on this application, including contacting any Board/Association/MLS, the BRE, current or past broker, or business associates. I further authorize any Board/Association/MLS in which I have been a member or MLS Participant or Subscriber to release all membership and disciplinary records to the Santa Clara County Association of REALTORS®. I further authorize the Santa Clara County Association of REALTORS® to use this information in determining further disciplinary sanctions. I waive any cause of action, including but not limited to, slander, libel, or defamation of character resulting from such verification, evaluation, or other processing of this application or use of information gathered by the Santa Clara County Association of REALTORS®, C.A.R., N.A.R., their agents, employees, committees, or members.

I hereby acknowledge receipt of the following:

***You will receive the following documents in your membership packet during your in-office appointment.**

_____ Key Agreement _____ Key Etiquette _____ Association Bylaws _____ Code of Ethics

I understand that by becoming and remaining a member of the Santa Clara County Association of REALTORS®, I agree to the Association Bylaws, as from time to time amended, including but not limited to all of the above.

I authorize the Santa Clara County Association of REALTORS®, the California Association of REALTORS®, and the National Association of REALTORS®, their subsidiaries, affiliates or representatives (“Associations”) to transmit to me by fax, e-mail, telephone or mail, any communications and/or material advertising the availability of or quality of any property, goods or services offered, endorsed or promoted by Associations.

I certify that the information given in this application is true and correct.

Signature of Applicant

Date

Signature of Designated REALTOR®

Date