



## MEMBERSHIP AND MLS REQUIREMENTS AND FEES

### REQUIREMENTS:

- Valid real estate license (or appraiser certification) and plans to actively engage in the real estate profession
- Completed Application for REALTORS® and MLS Membership
- Provide a copy of a valid Photo ID
- No record of official sanctions involving professional conduct
- No recent or pending bankruptcy
- Signify intention to abide by the Constitution, Bylaws, Policy and Rules and Regulations of the local Board, the Alaska Association of REALTORS® (AAR) and the National Association of REALTORS® (NAR)
- Signify intention to abide by the NAR Code of Ethics
- Complete and pass a mandatory open book MLS test administered at the board office if applying for MLS Membership
- Complete REALTOR® Indoctrination Course within 90 days of application
- Complete the NAR Code of Ethics test within 90 days of application

*\*Applications must be FULLY completed to be processed*

### FEES

#### Required

Application Fee:	\$150
MLS Activation & Test Administration Fee:	\$75
MLS Subscription Fee/Month:	\$60/month
New Office Set-Up Fee:	\$500

#### *Annual Dues prorated upon start date:*

GFBR Annual Dues	\$129	+ \$60 Capital Assessment (not prorated)
AAR Annual Dues	\$185	
NAR Annual Dues	\$150	+ \$35 Special Assessment (not prorated)

#### Optional

Key Activation Fee:	\$50	Access to eKey may only be issued in person
eKey/month:	\$12.10/month	
Lockbox/year:	\$30/year per lockbox	

You may fax, hand-carry or mail your application package to the GFBR office.

Greater Fairbanks Board of REALTORS®  
1449 Gillam Way, Fairbanks AK 99701  
(907) 452-7743 \* [gfbri@gci.net](mailto:gfbri@gci.net)



NATIONAL  
ASSOCIATION of  
REALTORS®



## APPLICATION FOR REALTOR® AND MLS MEMBERSHIP

*Incomplete applications will not be considered*

- I hereby apply for REALTOR® Membership in the Greater Fairbanks Board of REALTORS® and subsequently the Alaska Association of REALTORS® and National Association of REALTORS®.
- I hereby apply for Greater Fairbanks Board of REALTORS® MLS Membership.

**\$150.00 One Time Application Fee – NONREFUNDABLE AND DUE UPON APPLICATION**

Your office will be invoiced below upon acceptance:

\$ \_\_\_\_\_ Prorated Annual Dues to GFBR, AAR and NAR from the month of \_\_\_\_\_

\$ 75.00 MLS Activation and Test fee \*If applying for MLS membership

\$ \_\_\_\_\_ TOTAL

*Payments to the Greater Fairbanks Board of REALTORS® are not deductible as charitable donations.*

I hereby submit the following information for your consideration:

NAME: \_\_\_\_\_ REAL ESTATE LICENSE # \_\_\_\_\_

LICENSED / CERTIFIED APPRAISER:  YES  NO APPRAISER CERTIFICATION # \_\_\_\_\_

BROKERAGE NAME/APPRAISAL COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OFFICE PHONE: \_\_\_\_\_ OFFICE FAX: \_\_\_\_\_

YOUR EMAIL: \_\_\_\_\_ YOUR PHONE: \_\_\_\_\_

RESIDENCE ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

1. Are you presently a member of any other Association of REALTORS®?  YES  NO
2. Name of the Association and type of membership held: \_\_\_\_\_
3. Have you previously held membership in any other Associations of REALTORS®?  YES  NO
4. Name of the Association and type of membership held: \_\_\_\_\_
5. If a REALTOR®, even previously, indicate your NAR Membership (NRDS) #: \_\_\_\_\_
6. If a REALTOR®, your last year of completion of NAR's Code of Ethics training: \_\_\_\_\_
7. Have you ever been found in violation of the Code of Ethics or other membership duties in any Association of REALTORS® or are there any such complaints pending?  YES  NO

NAME: \_\_\_\_\_ REAL ESTATE LICENSE # \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ APPRAISAL CERTIFICATION # \_\_\_\_\_

8. Are you subject to any pending ethics complaints or hearings?  YES  NO (if yes, attach letter of explanation)
9. Are you subject to any pending arbitration requests or hearings?  YES  NO (if yes, attach letter of explanation)
10. Are you responsible for any unpaid arbitration awards or unpaid financial obligations to any other board or association or association MLS?  YES  NO (if yes, attach letter of explanation)
11. Have you ever been named as a debtor in a bankruptcy proceeding?  YES  NO (if yes, attach letter of explanation)
12. Have you ever been subject to a civil judgement of (1) civil rights laws, (2) real estate license laws, and (3) or other laws prohibiting unprofessional conduct within the past seven years?  YES  NO (if yes, attach letter of explanation)
13. I am also a member of the following MLSs: \_\_\_\_\_
14. I have belonged to the following MLSs: \_\_\_\_\_
15. Have you ever been disciplined by any MLS?  YES  NO (if yes, attach letter of explanation)
16. Have you ever been disciplined by a Real Estate Commission or a Board or REALTORS®?  YES  NO (if yes, attach letter of explanation)

**Membership is final only upon approval by a completed application, payment and vote by the Board of Directors.** I agree to abide by the Code of the Ethics of the National Association of REALTORS®, which includes the duty to arbitrate, the Bylaws and Rules and Regulations of the Greater Fairbanks Board of REALTORS®, the Alaska Association of REALTORS® and the National Association of REALTORS®, collectively known as the Associations. I further agree to complete an in person written examination on such Code, Bylaws and Rules and Regulations. I understand membership brings certain privileges and obligations that require compliance. Membership may be revoked should completion of requirements, such as orientation, not be completed within timeframe established in the Associations' Bylaws. I understand that I will be required to complete periodic Code of Ethics training as specified in the Associations' Bylaws as a continued condition of Membership. I further agree that, if accepted for membership in the Greater Fairbanks Board of REALTORS®, I shall pay the fees and dues established by the Associations.

I acknowledge that if I subsequently resign from the Greater Fairbanks Board of REALTORS® or I otherwise cause my membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of my membership upon my certification that I will submit to the pending ethics proceedings and will abide by the decision of the hearing panel. If I resign or otherwise cause my membership to terminate, the duty to submit to arbitration continues in effect even after my membership lapses or is terminated, provided the dispute arose while I was a REALTOR®.

NAME: \_\_\_\_\_ REAL ESTATE LICENSE # \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ APPRAISAL CERTIFICATION # \_\_\_\_\_

**CONSENT AND CERTIFICATION OF INFORMATION**

I HEREBY CERTIFY that the information contained in this application is true and correct to the best of my knowledge. I am not omitting any information which might be of value to the Greater Fairbanks Board of REALTORS® in determining my qualifications for membership; and I agree that any falsification, omission, or withholding of information of facts concerning my qualifications as an applicant shall serve as sufficient grounds for the suspension, cancellation, or revocation of my membership, even though it is not discovered until after membership has been approved.

By signing below, I consent that the REALTOR® Associations (local, state, national) and their subsidiaries may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Associations in the future.

I consent that the Board, through its membership committee, may invite and receive information and comment about me from any member or other persons, and agree that any information and comment furnished to the Board by any person in response shall be conclusively deemed to be privileged and not form the basis of any action for slander, libel, defamation of character. I have access to copies of the Bylaws, Policies, Rules and Regulations and Code of Ethics referred to above.

SIGN HERE

\_\_\_\_\_  
Signature of Applicant

State of Alaska                    )  
  ss.)  
4<sup>th</sup> Judicial District            )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of

\_\_\_\_\_,  
by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for the State of Alaska  
My commission expires: