



# REALTOR®

## APPLICATION FOR MEMBERSHIP

Designated REALTOR® (Broker of Record)  
  REALTOR® (Broker Assoc. or Agent)  
  Secondary REALTOR® (belong to another association)  
 MLS  PARAGON or  Matrix (choose one for MLS access)

### 1. AGENT INFORMATION

Name (as it appears on your DRE License): \_\_\_\_\_  
 Home/Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Primary Phone: \_\_\_\_\_ Additional Phone: \_\_\_\_\_  
 DRE License #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Email (For MLS/Assoc use) \_\_\_\_\_  
 Billing Email (If different) \_\_\_\_\_  
 Web Address: \_\_\_\_\_  
 6 Character Pin Code (NSDC Realtors website access) \_\_\_\_\_

### 2. OFFICE INFORMATION

Office Name: \_\_\_\_\_ Office ID: \_\_\_\_\_  
 Office Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Office Phone: \_\_\_\_\_ Office Fax: \_\_\_\_\_  
 Mailing Address (if different): \_\_\_\_\_  
 BRE Corporation License # (if applicable): \_\_\_\_\_ Exp. Date: \_\_\_\_\_

### 3. ADDITIONAL INFORMATION

Do you hold any Professional REALTOR® Designations? If so, please list: \_\_\_\_\_  
 I am or was an active member of a REALTOR® Association. Please list: \_\_\_\_\_  
 NRDS#: \_\_\_\_\_

For Office Use Only	
<input type="checkbox"/> Primary	<input type="checkbox"/> Transfer
<input type="checkbox"/> Secondary	<input type="checkbox"/> Reinstating
<input type="checkbox"/> Upgrade	<input type="checkbox"/> Check DRE – License Status
Agent ID #: _____	<input type="checkbox"/> Check CAR Ethics Check
Orientation Date: _____	<input type="checkbox"/> Check NRDS
Join Date: _____	

**GENERAL TERMS AND CONDITIONS OF MEMBERSHIP  
PLEASE READ CAREFULLY**

I am a (check the applicable box):  sole proprietor  general partner  corporate officer  branch manager  employee

I certify that I have no record of official sanctions rendered by the courts or other lawful authorities within the past (3) Years for violation of:

- |   |   |   |
|---|---|---|
| (i) Civil rights laws                               | <input type="checkbox"/> Yes, I certify | <input type="checkbox"/> No, I cannot certify |
| (ii) Real estate licensing laws                     | <input type="checkbox"/> Yes, I certify | <input type="checkbox"/> No, I cannot certify |
| (iii) Other laws prohibiting unprofessional conduct | <input type="checkbox"/> Yes, I certify | <input type="checkbox"/> No, I cannot certify |

**If you could not certify any of the above, please attach additional sheets with all relevant details about the violation(s), including the date(s), type of violation(s), and a copy of the discipline, if any.**

Have you ever been disciplined by any Associations or MLS'?  Yes. (If yes, attach copies of the discipline)  No

Have you ever been disciplined by the DRE?  Yes. (If yes, provide all details and dates or attach copies of discipline).  No

**Designated REALTOR® Applicants ONLY:** Designated REALTOR® applicants must provide the Association a list of licensees employed by or affiliated with them and must also inform the Association of any changes, additions or deletions from the list. The Designated REALTOR® dues are increased by employed licensee who chooses not to be a member of the association. This assessment is a separate portion of the broker's dues, not the responsibility of the licensee, and will not make the licensee a REALTOR®. \_\_\_\_\_ (Initial)

**MLS Broker Participants Only:** To be eligible for MLS membership, MLS Broker Participants must offer and/or accept compensation in the capacity of a real estate broker. I agree to pay fees as may be determined for the use (and fines for the misuse) of the service by the broker and any licensee using their own service. I am responsible for the practices of all licensees using my service. I am responsible for notifying the Association in writing of all licensees affiliated under my license and for payment of the participation fees of such licensees. \_\_\_\_\_ (Initial)

**Bylaws, policies and rules:** I agree to abide by the bylaws, policies and rules of the North San Diego County Association of REALTORS®, the bylaws, policies and rules of the California Association of REALTORS®, and the constitution, bylaws, policies and rules of the National Association of REALTORS®, all as they apply to the category of membership for which I am applying, and as may from time to time be amended. Bylaws, policies, and rules can be found for my review at [www.nsdcrealtors.com](http://www.nsdcrealtors.com). \_\_\_\_\_ (Initial)

Persons other than principals, partners, corporate officers or branch managers of real estate or appraisal firms must remain employed by or affiliated with a Designated REALTOR® to be eligible for REALTOR® membership. Persons other than principals, partners, corporate officers or branch office managers of real estate or appraisal firms who hold a valid California real estate broker's license must remain employed by or affiliated with an MLS Broker Participant or MLS Appraiser Participant of the MLS in order to join as an MLS Subscriber. \_\_\_\_\_ (Initial)

**Use of the term REALTOR®:** I understand that the professional designation REALTOR® is a federally registered trademark of the National Association of REALTORS® (N.A.R.) and use of this designation is subject to N.A.R. rules and regulation. I agree that I cannot use this professional designation until this application is approved, all my membership requirements are completed, and I am notified of membership approval in this designation. I further agree that should I cease to be a REALTOR®, I will discontinue use of the term REALTOR® in all certificates, signs, seals or any other medium. \_\_\_\_\_ (Initial)

**Orientation:** I understand that the North San Diego County Association of REALTORS® requires orientation, and that I have 60 days to attend orientation prior to becoming a member of the North San Diego County Association of REALTORS® and that non-compliance will result in forfeiture of my dues and fees and suspension of membership and MLS service. \_\_\_\_\_ (Initial)

**No refund:** I understand that all dues, fees, and assessments are non-refundable. In the event I fail to maintain eligibility for membership for any reason, I understand I will not be entitled to a refund. \_\_\_\_\_ (Initial)

**Authorization to release and use information waiver:** I authorize the North San Diego County Association of REALTORS® or its representatives to verify any information provided by me in this application by any method including contacting the California Department of Real Estate, my current or past responsible broker or designated REALTOR®, or any Association or MLS where I held, or continue to hold, any type of membership. I further authorize any association or MLS where I held, or continue to hold any type of membership to release all my membership or disciplinary records to the North San Diego County Association of REALTORS®. \_\_\_\_\_ (Initial)

**Permission to communicate:** By signing below, I expressly authorize the Board/Association, including the local, state and national, or their subsidiaries or representatives to fax, e-mail, telephone or send by U.S. Mail to me, at the fax numbers, e-mail, telephones and addresses above, material advertising the availability of or quality of any property, goods or services offered, endorsed or promoted by the Board/Association. \_\_\_\_\_ (Initial)

**MLS Rules & Regulations:** I understand and agree that by becoming and remaining a broker participant or subscriber to the MLS, I agree to abide by the MLS Rules and Regulations, as from time to time amended. Violation of any MLS rule may result in discipline, fine and/or ultimate suspension of the service. In addition to that, my actions may cause damage to the Association which owns the MLS and may pursue its legal remedies against me to recover such damages. I acknowledge it is my responsibility to review the MLS Rules and Regulations at [www.nsdcrealtors.com](http://www.nsdcrealtors.com). \_\_\_\_\_ (Initial)

**Security of User ID and Pass codes:** Participants and Subscribers are responsible for the security of their agent ID and passcodes and shall not give or allow use of/ or make available their passcodes to any person. \_\_\_\_\_ (Initial)

**Security of Lockbox Key System:** I acknowledge that it is necessary to maintain security of the lockbox system by not lending or making available the lockbox key to any person, even if an authorized MLS user. Only one lockbox key will be assigned per member. I further agree to follow all additional security procedures as specified by the MLS Rules and Regulations and the Key User Agreement. \_\_\_\_\_ (Initial)

**REALTOR® and MLS applicants Arbitration Agreement:** A condition of membership in the North San Diego County Association of REALTORS® as a REALTOR® and participant in the MLS is that you agree to binding arbitration of disputes. As a REALTOR® (including Designated REALTOR®) member, you agree for yourself and the corporation or firm for which you act as a partner, officer, principal or branch office manager to binding arbitration of disputes with (i) other REALTOR® members of the association; (ii) any client provided the client agrees to binding arbitration at the association. As a MLS Broker or MLS Subscriber, you agree for yourself and the corporation or firm for which you act as a partner, officer, principal or branch office manager to binding arbitration of disputes with (i) other MLS participants and subscribers; or (ii) any other MLS Broker or Appraiser Participants or MLS Subscriber of another Association MLS which shares a common database with this Association MLS through a Regional or Reciprocal Agreement. Any arbitration under this agreement shall be conducted using the Association facilities and in accordance with the Association rules and procedures for arbitration, pursuant to the California Code of Ethics and Arbitration Manual. \_\_\_\_\_ (Initial)

SIGNATURE

I certify that I have read and agree to the terms and conditions of this application and that all information given in this application is true and correct.

Signature of Applicant	Date	Signature of Broker /Manager of Record	Date
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I'm interested in learning more about the following real estate topics:

- |  |   |
|--|---|
| <input type="checkbox"/> Commercial                  | <input type="checkbox"/> Broker & Management                      |
| <input type="checkbox"/> Risk Management             | <input type="checkbox"/> Property Management                      |
| <input type="checkbox"/> Technology                  | <input type="checkbox"/> Professional Development                 |
| <input type="checkbox"/> Hot Topics                  | <input type="checkbox"/> Marketing                                |
| <input type="checkbox"/> Young Professionals Network | <input type="checkbox"/> Risk Mitigation Specialist Certification |

\*Contributions or gifts to the North San Diego County Association of REALTORS®, the California Association of REALTORS®, the National Association of REALTORS®, IMPAC and CREPAC are not deductible as charitable contributions for federal income tax purposes. However, dues may be tax deductible as ordinary and necessary business expenses. REALTORS® may participate in Political Survival by including a voluntary donation on the same check as your dues payment. No contributor will be favored or disfavored by reasons of the amount of his/her contribution or his/her decision not to contribute. Failure to contribute will not affect an individual's membership status in the North San Diego County Association of REALTORS®, C.A.R., N.A.R. or the MLS.  
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NORTH SAN DIEGO COUNTY  
**REALTORS®**

### Credit Card Charge Authorization Form

Date: \_\_\_\_\_

Agent ID #: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Card #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp: \_\_\_\_\_

Description \_\_\_\_\_ Amt to be charged: \$ \_\_\_\_\_ Initial \_\_\_\_\_

Description \_\_\_\_\_ Amt to be charged: \$ \_\_\_\_\_ Initial \_\_\_\_\_

Description \_\_\_\_\_ Amt to be charged: \$ \_\_\_\_\_ Initial \_\_\_\_\_

Description \_\_\_\_\_ Amt to be charged: \$ \_\_\_\_\_ Initial \_\_\_\_\_

Description \_\_\_\_\_ Amt to be charged: \$ \_\_\_\_\_ Initial \_\_\_\_\_

**TOTAL TO BE CHARGED \$ \_\_\_\_\_**

Authorized Signature: \_\_\_\_\_ NSDC Staff Initials \_\_\_\_\_

#### Automatic Debit Authorization

By signing here, you authorize North San Diego County REALTORS® to keep your credit card number on account for automatic debit for MLS Quarterly Billing and monthly Association/Store Service billing. Debits for MLS Fees will occur in the months of February, May, August, and November consistent with the appropriate fees established by North San Diego County REALTORS®.

To discontinue this service, please notify North San Diego County REALTORS® in writing at least 30 days in advance of any of the above stated debit months. **NOTE THAT FEES ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.**

Please indicate if authorizing MLS Quarterly Billing, and/or Sentrilock Annual Billing by checking the appropriate box. This authorization excludes the annual REALTOR® dues.

Paragon Quarterly Billing       Matrix Quarterly Billing       Sentrilock Annual Billing

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

# Membership Checklist

- Have all applications filled out completely and signed by your broker/manager.
- Include a copy of your valid California DRE license.
- Include a copy of your photo ID.
- If you have previously been a REALTOR® member of another association, please supply us with your NRDS# and a letter of good standing.
- For your convenience we accept check, cash, VISA, MasterCard, Discover, and American Express.
- Send completed applications and items listed above to [membership@nsdcrealtors.com](mailto:membership@nsdcrealtors.com), or by appointment to a REALTOR® Hub near you (listed below).
- Keycard Service can be purchased by applicant at the time of submission.

**If you have any questions, please do not hesitate to contact us.**

North San Diego County REALTORS®  
REALTOR® Hub on the 5  
1903 Wright Pl., Ste. 120  
Carlsbad, CA 92008  
(760) 734-3971

North San Diego County REALTORS®  
REALTOR® Hub on the 15  
16766 Bernardo Center Dr., Ste. 107A  
San Diego, CA 92128  
(858) 266-1984

[membership@nsdcrealtors.com](mailto:membership@nsdcrealtors.com)