



MEMBER INFORMATION SHEET

Please complete ALL of the information below.

First Name: _____ Last Name: _____

Choose Preferred Pronouns: he/him she/her they/them

Home Address: _____

City: _____ State: _____ Zip: _____

Cell phone number: _____ May we send you NOR related texts? Yes No

Send Written (Rare) Correspondence To (Select One): Home Work

Phone number to appear with listings: _____

Email Address: _____

Date of birth: _____ Year Originally Licensed: _____

Primary specialty:

Appraiser Residential
Property Management Commercial

Are you interested in receiving any of the following specialty communications?

Commercial News
MLS News
Legislation & Licensing News
Property Management & Investment News

(You will still receive your Association & MLS invoices via email.)

By taking the time to complete the above information in its entirety you are allowing us to better meet your needs and the needs of all of our members. Thank you!

**Northwest Ohio REALTORS®
ADDITION / CHANGE FORM**

Company Name _____ Company Phone _____

Office / Branch Address _____

If this is for a license return, please include a copy of the letter sent to the state.

Applicant's Status

New Member (Primary or Secondary)

Reinstatement (Includes \$350 in Fees)

Transfer (Licensee transfers from one NOR company to another.)

License Return (Your company is returning a license to the Ohio Division of Real Estate.)

Multiple Listing Only
Please indicate Board of Choice below.

Listing Secretary (Non Licensed office personnel.)

Agent Assistant (Non Licensed assistant.)

Please indicate which board is your primary board of choice: _____

Access Level Requested

AG – (Agent with listing load capabilities)

AW – (Agent without listing load capabilities)

HB – (Broker with listing load capabilities)

OM – (Office Manager with listing load capabilities)

LS – Listing Secretary – (NON LICENSEE office personal needing MLS access. Listing Secretary access will be able to change any listing in the Office or Firm.)

Agent Assistant – (NON LICENSEE - no listing load capabilities. MLS access to Agent's listings may be available - contact MLS for more information.)

Note: As of 7/1/21, the Annual MLS Access Fee for a Listing Secretary is \$125 while an Agent Assistant is \$50.00.

Month Licensed	NOR New Member Fee	OR New Member Fee	OR Dues	NAR Dues	NOR Dues	MLS New		
January	\$ 275.00	\$ 50.00	\$ 220.00	\$ 185.00	\$ 165.00	\$ 250.00	\$ 259.50	\$ 1,404.50
February	\$ 275.00	\$ 50.00	\$ 206.00	\$ 172.00	\$ 151.25	\$ 250.00	\$ 216.25	\$ 1,321.00
March	\$ 275.00	\$ 50.00	\$ 192.00	\$ 160.00	\$ 137.50	\$ 250.00	\$ 173.00	\$ 1,237.50
April	\$ 275.00	\$ 50.00	\$ 188.00	\$ 147.50	\$ 123.75	\$ 250.00	\$ 129.75	\$ 1,154.00
May	\$ 275.00	\$ 50.00	\$ 184.00	\$ 135.00	\$ 110.00	\$ 250.00	\$ 86.50	\$ 1,070.50
June	\$ 275.00	\$ 50.00	\$ 180.00	\$ 122.50	\$ 96.25	\$ 250.00	\$ 43.25	\$ 977.00
July	\$ 275.00	\$ 50.00	\$ 176.00	\$ 110.00	\$ 82.50	\$ 250.00	\$ 519.00	\$ 1,422.50
August	\$ 275.00	\$ 50.00	\$ 122.00	\$ 97.50	\$ 68.75	\$ 250.00	\$ 475.75	\$ 1,339.00
September	\$ 275.00	\$ 50.00	\$ 107.00	\$ 85.00	\$ 55.00	\$ 250.00	\$ 432.50	\$ 1,254.50
October	\$ 275.00	\$ 50.00	\$ 101.00	\$ 72.50	\$ 41.25	\$ 250.00	\$ 389.25	\$ 1,173.00
November	\$ 275.00	\$ 50.00	\$ 91.00	\$ 60.00	\$ 27.50	\$ 250.00	\$ 346.00	\$ 1,099.50
December	\$ 275.00	\$ 50.00	\$ 87.00	\$ 47.50	\$ 13.75	\$ 250.00	\$ 302.75	\$ 1,006.00

****All new agents licensed 8/1/22 to 12/31/22 will be billed 2023 dues of \$522 on 1/6/23 due on 2/5/23****

If paying by check, please provide a separate check for your MLS Fees. Thank you.

NAME _____ REAL ESTATE FILE # _____

HOME ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE for LISTINGS _____ (hm/cell/off) DATE LICENSED _____

EMAIL ADDRESS _____

TRANSFER FROM _____ to _____
(Old Company) (New Company)

*****I am aware of the fees outlined by NOR and acknowledge they are non-refundable and must be paid in full before MLS access is granted.*****

Both signatures are required below or this form is incomplete and will not be accepted.

(Agent Signature) (Date)

(Broker Signature) (Effective Date)

For final information regarding Membership Fees, please contact Yolanda Edwards, Membership Administrator.
yolanda@nworealtors.com 419-535-3222 (X 105)



APPLICATION FOR REALTOR® MEMBERSHIP



I hereby apply for REALTOR® Membership in Northwest Ohio REALTORS®.

Application Fees and Dues: I understand that my dues will be returned to me in the event of non-election and that the application fee is nonrefundable.

Qualification for Membership: I will complete the online orientation within 120 days of the Association confirming my membership. Failure to meet this requirement may result in having my membership terminated. If elected to membership, I agree to abide by the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, which includes the duty to arbitrate (or to mediate if required by the association) and the Constitution, Bylaws and Rules and Regulations of the above named Association, the State Association and the National Association. Further, if required, I agree to satisfactorily complete a reasonable and non-discriminatory written examination on such Code, Constitutions, Bylaws and Rules and Regulations. I also understand membership brings certain privileges and obligations that require compliance. Membership is final only upon approval by the Board of Directors and may be revoked should completion of any membership requirement(s), such as orientation, not be completed within the time frame established in the association’s bylaws. I further understand that I will be required to complete periodic Code of Ethics training as specified in the association’s bylaws as a continued condition of membership.

NOTE: Applicant acknowledges that if accepted as a member and he/she subsequently resigns from the Association or otherwise causes membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of membership upon applicant’s certification that he/she will submit to the pending ethics proceeding and will abide by the decision of the hearing panel. If applicant resigns or otherwise causes membership to terminate, the duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided the dispute arose while applicant was a REALTOR®.

I hereby submit the following information for consideration of my application. (If additional detail is needed, please include separate documentation.)

PERSONAL INFORMATION:					
First Name				Middle Name	
Last Name				Suffix	<input type="checkbox"/> Jr, <input type="checkbox"/> III, <input type="checkbox"/> Sr, <input type="checkbox"/> Etc.
Nickname (DBA):					
Home Address:					
City:		State:		Zip:	
Home Phone:			Cell Phone:		
Fax:					
Primary E-mail:				Secondary E-mail:	
Broker or Salesperson’s License #					
State of Licensure:				Date of Licensure	
Appraisal License #					

COMPANY INFORMATION:			
Office Name:			
Office Address:			
Office Phone:		Fax:	
Company Type:	<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC (Limited Liability Company) <input type="checkbox"/> Other, specify		
Your position:	<input type="checkbox"/> Principal <input type="checkbox"/> Partner <input type="checkbox"/> Corporate Officer <input type="checkbox"/> Majority Shareholder <input type="checkbox"/> Branch Office Manager <input type="checkbox"/> Non-principal Licensee <input type="checkbox"/> Other		
Names of other Partners/Officers of your firm:			

PREFERRED MAILING/CONTACT INFORMATION:	
Preferred Phone for Listings:	<input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Cell
Preferred E-mail:	<input type="checkbox"/> Primary E-mail <input type="checkbox"/> Secondary E-mail
Preferred Mailing:	<input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Office Mail Alternate <input type="checkbox"/> Member Mail Alternate
Mail Publications to:	<input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Office Mail Alternate <input type="checkbox"/> Member Mail Alternate
May we send periodic Association info to you via text message:	<input type="checkbox"/> Yes <input type="checkbox"/> No
What communications would you like to receive:	<input type="checkbox"/> NOR Weekly Email <input type="checkbox"/> MLS Weekly Email <input type="checkbox"/> NOR Magazine <input type="checkbox"/> Local Market Updates <input type="checkbox"/> Legislative Information <input type="checkbox"/> NOR Events <input type="checkbox"/> Residential Trends/Information <input type="checkbox"/> Commercial Trends/Information

APPLICANT INFORMATION:	
Are you currently a member of any other Association of REALTORS®? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, name of Association	
Type of membership held:	
Have you previously held membership in any other Association of REALTORS®? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, name of Association	
Type of membership held:	
Do you have any unsatisfied discipline pending for violation of the Code of Ethics ? ¹ <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, provide details.	

If you are now or have been a REALTOR® member before, please provide the information below.					
Previous NAR membership (NRDS) #					
Last date (year) of completion of NAR’s Code of Ethics training requirement:					
Have you ever been refused membership in any other Association of REALTORS®? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, state the basis for each such refusal and detail the circumstances related thereto:					
Is the office address provided above your principal place of business? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If not, or if you have a branch office, please provide that address:		Address:			
		City:		State:	Zip:
Do you hold, or have you ever held, a real estate license in any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If so, where:					
Have you been found in violation of state real estate licensing regulations, civil rights laws or other laws prohibiting unprofessional conduct rendered by the courts or other lawful authorities within the last three (3) years? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, provide details:					
Within the last ten years, have you been: 1) convicted of a crime punishable by death or imprisonment in excess of one year or 2) been released from confinement imposed for that conviction? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, provide details:					
Have you been found in violation of the Code of Ethics or other membership duties in any Association of REALTORS® in the past three (3) years? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, provide details.					
Are there pending ethics complaints against you? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, provide details.					
Do you have any unsatisfied discipline pending ? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, provide details.					

Are you a party to pending arbitration request? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, provide details.	
Do you have any unpaid arbitration awards or unpaid financial obligations to another association of REALTORS® or an Association MLS? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, provide details.	

I Article IV, Section 2, of the NAR Bylaws prohibits Member Boards from knowingly granting REALTOR® or REALTOR-ASSOCIATE® membership to any applicant who has an unfulfilled sanction pending which was imposed by another association of REALTORS® for violation of the Code of Ethics. (Adopted 1/01)

ADDITIONAL INFORMATION	
Date of Birth:	
How long with current real estate firm?	
Previous real estate firm (if applicable):	
Number of years engaged in the real estate business:	
Field of Business (Specialties)?	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Appraisal <input type="checkbox"/> Property Mgmt.
Languages Spoken?	

I hereby certify that the foregoing information furnished by me is true and correct, and I agree that failure to provide complete and accurate information as requested, or any misstatement of fact, shall be grounds for revocation of my membership if granted. I further agree that, if accepted for membership in the Association, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the Association of REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

By signing below, I consent that the REALTOR® Associations (local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) 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 Association(s) in the future. This consent recognizes that certain state and federal laws may place limits on communications that I am waiving to receive all communications as part of my membership.

Dated: _____ Signature: _____

INFORMATION TO BE SUPPLIED BY LOCAL ASSOCIATION

Join Date:	
Status: <input type="checkbox"/> Active <input type="checkbox"/> Provisional	
Primary Local Association NRDS ID #	
Primary State Association NRDS ID #	
Office ID:	
(If broker)	
Office Contact (Designated REALTOR®)	
Office Contact Manager:	
Number of Non-Member Licensees:	

MULTIPLE LISTING SERVICE SUBSCRIPTION AGREEMENT (LICENSED SUBSCRIBER)

Licensed Subscriber Information

Firm Information

Name: _____
("Licensed Subscriber")

Name: _____
("Firm")

Address: _____

Address: _____

Telephone: _____

Telephone: _____

E-mail: _____

E-mail: _____

Primary Board or Association (if not Northwest Ohio REALTORS®): _____
(provide letter of good standing to NORIS)

Licensed Subscriber has elected to utilize the NORIS Multiple Listing Service ("MLS"). In consideration of Northwest Ohio REALTORS® ("NOR") and Northwest Ohio Real Estate Information Systems, Inc. ("NORIS") making the MLS available, and as a condition of utilizing the MLS, Licensed Subscriber, individually and on behalf of all persons employed by or affiliated with Licensed Subscriber who utilize the MLS (collectively called "Affiliated Persons"), agrees to the following:

1. Licensed Subscriber shall comply with the provisions of the NORIS Code of Regulations, NOR Bylaws, MLS Rules and Regulations, and any other obligations of utilization of the MLS, including but not limited to end user license agreements for any proprietary software systems utilized by the MLS and any license agreements to which Licensed Subscriber and NORIS are parties, all as amended from time to time (collectively called "MLS Documents"). Licensed Subscriber acknowledges that [i] access to and use of the MLS is contingent on compliance with the MLS Documents, including payment of fees; and [ii] Licensed Subscriber is responsible for ensuring compliance with the MLS Documents by all Affiliated Persons.
2. Licensed Subscriber shall be bound by the Code of Ethics of the National Association of REALTORS® including the obligation to submit to ethics hearings and the duty to arbitrate contractual disputes with other REALTORS® in accordance with the established procedures of NOR and NORIS.
3. A violation of the Code of Ethics may result in the termination of Licensed Subscriber's MLS privileges. Failure to make payments when due, disclosure of Licensed Subscriber's MLS password in violation of the MLS Documents, and failure to comply with any applicable license agreement are some but not all of the violations of the MLS Documents that may also result in the termination of Licensed Subscriber's MLS privileges.
4. NORIS grants Licensed Subscriber a license to use the proprietary software system licensed to NORIS for accessing the MLS. This license is granted subject to the terms and conditions of the applicable end user license agreement agreed to by Licensed Subscriber and shall terminate upon the termination of Licensed Subscriber's access to the MLS for any reason.
5. Licensed Subscriber is responsible for all monetary obligations associated with the use of the MLS by Licensed Subscriber or any Affiliated Persons.
6. Licensed Subscriber indemnifies and saves harmless NOR and NORIS from any and all claims, damages, causes of action, judgments, and expenses (including reasonable attorneys' fees) incurred by NOR or NORIS in connection with or arising from [i] property listing content submitted by or on behalf of Licensed Subscriber; [ii] use of the MLS by Licensed Subscriber or any Affiliated Persons; and [iii] violation of any terms of the MLS Documents by Licensed Subscriber or any Affiliated Persons. If any action, suit or proceeding is brought against NOR or NORIS, by reason of any such claim, Licensed Subscriber, upon notice from NOR or NORIS, shall defend the claim at Licensed Subscriber's expense with counsel reasonably satisfactory to NOR and NORIS.
7. Licensed Subscriber acknowledges that NORIS and NOR do not verify the property listing content in the MLS compilation, are not responsible for its accuracy, and are not liable for its content.

Licensed Subscriber:

Firm:

Signature: _____

Firm Name: _____

Print Name: _____

Authorized Signature: _____

Effective Date of Agreement: _____

Print Name: _____

Title: _____



Benefits of Membership:

- Professional Development Opportunities
 - Quarterly ODRE Core Classes certified in both Michigan and Ohio
 - NOR Leadership Academy
 - MLS Products and Services Training
 - Variety of elective courses
 - Broker Updates and Brokerage Sales Meeting Updates
 - Young Professionals Network
- Interactive Website
 - Single Sign On Dashboard
 - Online bill payment, class and event registration
 - Forms and Resources
- Professional Standards Administration
 - Mediation
 - Ombudsman
 - Ethics Complaints
 - Arbitration Disputes
- Professional Communications
 - Weekly Email
 - Specialty Specific Communications
 - Quarterly Magazine
 - Social Media
 - Monthly Local Market Update that can be shared with clients
 - Year End Housing Reports that can be shared with clients
- Government Affairs Support
 - RPAC raised over \$125,000 in 2021
 - Dedicated staff to monitor local legislation
 - Monthly networking with elected officials
 - Yearly candidate interviews, support and endorsements
- Social and Networking Events
 - Annual Business Meeting
 - Legislative Breakfast
 - Industry Updates
 - Monthly “Connections Made Easy” Happy Hours
 - Smile Big with Santa (FREE pictures with Santa)
 - Spring Basket Bash (FREE pictures with the Easter Bunny)
- Involvement Opportunities
 - NOR Leadership Academy
 - Multiple Committees
 - Board of Directors
 - Various Task Forces
- Community Involvement
 - Habitat for Humanity Play House Build
 - Quarterly Collection Campaigns
 - Boys and Girls Club
 - REALTOR Relief Foundation

- Awards
 - NOR President Sales Club
 - REALTOR of the Year
 - Good Neighbor Award
 - Distinguished Service Award
 - Rookie of the Year
 - Affiliate of the Year
- Member Support
 - 7 staff members to address any questions or concerns
 - Members Helping Members Fund – provides financial assistance to members, their spouse or child in instances of disaster or emergency hardship situations
 - Board Store
 - Training rooms available for member use
 - Representation on Ohio Realtors and National Association of REALTORS committees

Notifications

No news is good news! Check back often for important notifications.

NORIS Quick Links



Free Products and Services

Single Sign-On Dashboard/Member Portal provides members with one access point with one authentication, so you don't have to go to multiple websites or remember multiple usernames and passwords to access the products and services you use every day.



Dotloop is the leading online transaction and productivity optimization platform in real estate. Dotloop reduces complexity by replacing separate form creation, e-sign and transaction management systems with a single end-to-end solution and drives growth by helping real estate professionals streamline their business with workflow automation and real-time visibility into transactions. Each year, millions of agents, brokers, and clients trust dotloop to get deals done.



SentiLock Lock Boxes are Bluetooth compatible and can be opened with the SentiKey app. One day codes are unlimited and easy to set. You may also view access logs and customize your Lockbox Settings.



RPR – REALTOR Property Resource provides comprehensive data, powerful analytics, and client friendly reports for each of NAR's constituencies. Created by NAR for the sole purpose of providing REALTORS with the data they need to meet the demands of clients. No third party or public access...guaranteed. The only way a non-REALTOR has access to the data in RPR is through an RPR report that has been created by a REALTOR.



ShowingTime is the real estate industry's leading showing management provider. With ShowingTime you can quickly schedule and confirm showings. By using the ShowingTime mobile app, the tasks you complete from your desktop can also be completed while you're away from the office. ShowingTime products and services allow agents and offices to work faster, smarter and provide exceptional customer service to their clients.



Homesnap is the top-rated real estate app, built by agents for agents and loved by homebuyers. Get the app to see why millions of people are switching to Homesnap. Homesnap is the public face of the Broker Public Portal (BPP) and has surged past the 500,000-agent mark.



MarketStats provides clean maps of local housing stats in a sleek interface. Users may select specific geography to see a one-page local market update. Users receive convenient weekly, monthly, quarterly, or annual reports. MarketStats allows users to optimize themselves as the local go-to source for real estate data.



eProperty Watch allows you to provide regular emails to clients and prospects that will keep them up to date on the value of their home, transactions in their neighborhood, and overall trends in the area. You'll stay connected with your long-term prospects by inviting them to receive eProperty Watch reports branded by you. When your prospects are ready to buy or sell real estate your name and contact information will be front and center.



Realist is the leading MLS tax product. Realist combines public record data and MLS Listing content, which allows for seamless delivery of in-depth property data and local market information.



ListTrac is a tool that allows you to see how your listings are performing online in the MLS system and consumer sites, IDX sites and different real estate portals. This tool offers several benefits to brokers and agents:

- Provides an understanding of the activity (or lack of activity) on your listings compared to similar listings. This information can be used to determine if you may need to discuss price changes or other updates to the property.
- Gives you a better understanding of the impact of price changes and other updates to the listing by seeing how listing views change over time.
- Understand how often your listings are being viewed, shared, and saved.
- Easily see how many email leads you received from online sources.
- Provides reporting so you can better understand the value received from your online marketing.
- Allows you to provide feedback to your clients on how their listing is performing online, including a Seller's Report that you can choose to send to the seller.



REtechnology is an educational platform that shows real estate agents and brokers how to use and evaluate technology to grow their business. Subscribers gain exclusive access to the following features:

- Daily educational articles
- Technology product reviews
- A comprehensive directory of real estate apps and solutions in 100+ product categories
- Annual Technology Guide
- The latest technology and industry news
- Live educational webinars...and more!



Realtor.com is an online resource for home buyers, and sellers with a comprehensive database of for-sale properties and information, tools, and professional expertise to help people purchase a home. As the official site of the National Association of REALTORS, realtor.com pioneered the world of digital real estate 20 years ago and today prides itself on making all things home simple, efficient, and enjoyable.



Property Panorama/InstaView Virtual Tours are free for all of your active listings. InstaView is a fully automated Virtual Tour solution that automatically creates a Virtual Tour for every listing in the MLS (with 5 photos) within one hour of the listing being created. The InstaView Tour will remain fully in sync and is updated with the MLS every hour, 24/7!



FOREWARN leverages massive data resources and complex analytics to provide instant knowledge, prior to a face-to-face engagement with a consumer, to help you better understand and address risk. Using only the incoming phone number, FOREWARN can positively identify over 80% of prospective buyers. Using the following information provided by Forewarn, agents can safely plan for showings with a higher level of confidence.

- Identify if your prospect has a criminal history
- Verify current property and vehicle ownership
- Verify financial risks (bankruptcies/leins)
- Verify additional phone numbers and full address history



Trestle API – Trestle is a backend service provider that enables mobile application developers to create cloud services that help power their mobile application. The Trestle API allows developers to access and integrate the functionality of Trestle with other applications.