



PARK CITY BOARD OF REALTORS®

1889 Prospector Ave
Park City, UT 84060

Telephone (435) 200-6900 • Fax (435) 200-6901 • E-mail Anne@ParkCityRealtors.com

Agent/Appraiser Application

Welcome and thank you for your interest in the Park City Board of REALTORS® and the Park City Multiple Listing Service. The Board and the MLS are two separate entities which are administered out of the same office. If you are already a Board member somewhere else in Utah, you are not required to join the Board; you may join just the MLS. Please see the next page for a description of the benefits of Board membership.

To join either or both, you will need to:

1) Fill out this application, 2) pay your fees, and 3) attend Orientation within 30-60 days.

ORIENTATION

Orientation is held once a month at the Park City Board of REALTORS® office at 1889 Prospector Ave. in Park City. This two-day class is a way to meet staff, and learn about all the policies of the Board and train in using the MLS. Emphasis will be on the fine reputation the Park City Board has regarding cooperation among agents. The NAR's Code of Ethics will be discussed. The NAR has mandated a 2.5-hour ethics class every four years as a condition of membership. This class satisfies that requirement, but does *not* provide any Continuing Education credits.

The Board/Ethics portion is on Monday from 8:00 am to 2:30 pm. The MLS portion is on Tuesday from 8:00 am to 1:00 pm. Marketlinx MLXchange MLS system will be explained and demonstrated. To register, call the Board office at (435) 200-6900. The schedule for Orientations in 2010 is as follows (please note: dates may be subject to change; please call to confirm):

January 11-12	April 12-13	July 12-13	October 11-12
February 8-9	May 17-18	August 9-10	November 15-16
March 15-16	June 14-15	September 13-14	December 6-7

You may attend Orientation even if you don't have your license number yet. You will be "inactive" until you get your license, but you may still attend Orientation. You must have your license in hand in order to be activated.

Thank you for your cooperation and good luck in your endeavors as a member of the Park City Board of REALTORS®.



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Agent/Appraiser MEMBERSHIP BENEFITS

Park City Board of REALTORS® and MLS-only members:

Park City Board of REALTORS® Web Site: www.ParkCityBoard.org

Calendar...Classes...Newsletters...Open Houses...Rosters...Reference
Material...Statistics...Useful Links

Statistics

The web site displays Park City and Rocky Mountain Resort Alliance MLS statistical information for easy reference for members.

Board e-mail “Blast”

Members can market their properties to nearly 850 REALTORS® through the address Realtors@ParkCityRealtors.com

Park City Board of REALTORS® members only: (not extended to MLS-only members)

Awards Party and other Social Functions

All social functions are open to Affiliates and REALTOR® members of the Park City Board

Board Luncheons

The Board Luncheons are free to all Affiliates and REALTOR® members, approximately 8 total per year.

(MLS-only members and members' guests are welcome to attend and pay \$20 for lunch)

Ski Days

Park City Mountain Resort, Deer Valley Resort & The Canyons.

Board members and affiliates may ski free at each of the resorts on the REALTOR® ski day. Each resort chooses one day during the season. The Board does not guarantee this privilege; it is up to the discretion of the ski areas. Not extended to MLS-only members.



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Monthly Billing Policy

Each Principal Broker/Designated REALTOR® must certify to the MLS department the names of the agents in his/her office according to the Division of Real Estate of Utah. Agents will be invoiced \$65/month for monthly MLS dues. The invoices will be payable on the first of each month at www.ParkCityBoard.com and due by the 10th of the month.

Current Billing Policy

1st of the Month: Each member is invoiced for that month.

10th of the Month: All accounts are due.

1st of the Next Month and following months: Each member is invoiced. Late interest (1 ½%) is assessed on past due accounts.

COMPLIANCE WITH RULES (from MLS Rules and Regulations)

Section 9 – Compliance with Rules: The following action may be taken for **noncompliance** with the rules:

(a) provided that at least ten (10) days' notice has been given, then: (i) for failure to pay any service charge or fee within: (i) one (1) month of the date due, the nonpaying Member is subject to suspension at the discretion of the Board of Directors; (ii) two (2) months after the due date, membership of the nonpaying Member may be terminated at the discretion of the Board of Directors; (iii) three (3) months after the due date, membership of the nonpaying Member shall ***automatically terminate*** unless within that time the amount due is paid. However, no action shall be taken to suspend or expel a Member for nonpayment of disputed amounts until the accuracy of the amount owed has been confirmed by the Board of Directors. A former Member who has had his membership terminated for nonpayment of dues, fees, fines, or other assessments duly levied in accordance with the provisions of these MLS Rules & Regulations or the provisions of the Bylaws of the Board or any of its services, departments, divisions or subsidiaries, may apply for reinstatement in a manner prescribed for new applicants for membership, after making payment in full of all accounts due as of the date of termination. (Amended PCBR 9/03)



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Supra Active Key

Annual Lease Fee From Supra	\$153.36 plus tax
Activation Fee	75.00
Optional Insurance	25.00

Supra eKEY Information and Fees

What is eKEY™

There are 2 types of eKEY service: 1) Basic and 2) Professional.

- ❖ eKEY Basic – This is a service that turns your “smart” phone or other compatible phone (if certified by Supra) into a key to open lockboxes.
If you have a phone with infrared beaming capability, such as a Palm TREO, your phone will update nightly and it is all you need to open keyboxes.
If you have a BlackBerry or other web-enabled phone that does *not* have infrared beaming capability, you will need to purchase a “fob” and keep it with you when you are showing property. The phone transmits information to the fob which opens the keybox. The fobs are available either through Supra or at the Board office. The cost is \$49.00 plus tax. Contact Supra for a **list of certified phones** at 877-699-6787 or www.supraekey.com
- ❖ eKEY Professional – This service turns your infrared beaming device into a key **and** allows access to MLS data right on your phone. The data is updated nightly to your phone. You can search for listings, rosters of agents, etc. right on your phone as you are showing property or at any time. The data is static and only updates once a night unless you do a manual sync.

Fees

Supra eKEY Basic per month	\$18.46
Activation fee (one time fee)	\$90.00
Supra eKEY Professional per month	\$31.26
Activation fee (one time fee)	\$90.00

Marketlinx Wireless

An alternative to the eKEY Professional MLS feature is to subscribe to Marketlinx Wireless. For a \$30 set up fee and just \$7/month, you can have access, on any web enabled phone, to real-time MLS listings, maps, photos, hot sheets, rosters and your favorite searches. There is no download required; access MarketLinx Wireless through your mobile browser. <http://www.mobilepcmls.com/register>



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Agent/Appraiser

Date: _____

First Name _____ Last Name _____

Physical Home Address* _____ City _____ State _____ Zip _____

Mailing Address (*where do you want to receive written communications from the PC Board?*):

If Mailing is same as Physical, check box

_____ City _____ State _____ Zip _____

E-Mail Address* _____ Website Address _____

Personal Password _____ (this may be letters, numbers or a combination) to access the MLS or Websites of the Park City Board of REALTORS®. There is no limit to number of characters.

✓ **check your preferred phone # to display on listings**

Home Phone	()	
Home Fax	()	
Cell Phone	()	
Toll Free	()	
Office Phone	()	

Office Affiliation: Company _____ Broker Name _____

Physical Address _____ City _____ State _____ Zip _____

NAR Membership Status: circle one: Primary (will you pay your **NAR and UAR** dues through us?) Secondary (will you pay through another Board?)

Membership Type: circle one: 1. Board & MLS 2. Board Only (usually assistants only) 3. MLS Only (Board member elsewhere in Utah)

Real Estate License Number _____

Please circle yes or no:

Have you *ever* been a Member of the Park City Board of REALTORS®? **Yes / No**

Are you *presently* a Member of another Board? **Yes / No**

If so, Name of Board _____ City _____ State _____ Zip _____

Have you *ever* been a Member of another Board? **Yes / No**

If so, Name of Board _____ City _____ State _____ Zip _____

Have you received an official sanction involving unprofessional conduct within the past three (3) years? **Yes/No**

Education:

College: _____

Real Estate Schools: _____

Advanced Education: _____

* *required by the National Association of REALTORS®*



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I hereby apply for REALTOR® Membership in the Park City Board of REALTORS®. I agree as a condition of membership, to complete the Park City Board of REALTORS® Orientation/Ethics course, and otherwise, on my own initiative **to thoroughly familiarize myself with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, the Constitutions, Bylaws, and Rules and Regulations of the Board, the State and National Associations,** and if elected a Member, will abide by the Constitutions and Bylaws and Rules and Regulations of the Board, State and National Associations, and if a REALTOR® Member, will abide by the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® including the obligation to arbitrate controversies arising out of real estate transactions as specified by Article 17 of the Code of Ethics, and as further specified in the Code of Ethics and Arbitration Manual of the NATIONAL ASSOCIATION OF REALTORS®, as from time to time amended, and (2) that applicant consents that the Board, through the Board administrative staff, or through such other committee as may be authorized by the Board of Directors, may invite and receive information and comment about applicant from any Member or other persons, and that applicant agrees that any information and comment furnished to the Board by any person in response to the invitation shall be conclusively deemed to be privileged and not form the basis of any action for slander, libel, or defamation of character. The applicant shall, with the form of application, have access to a copy of the Bylaws, Constitution, Rules and Regulations, and Code of Ethics referred to above. I agree to treat the Park City Board of REALTORS® Membership Directory, and any weekly MLS Bulletins as trade secrets of the Park City Board of REALTORS®.

Note: Applicant acknowledges that as a Member if he/she subsequently resigns or is expelled from membership in the Board with an ethics complaint or arbitration request pending, the Board of Directors may condition renewal of membership upon applicants verification he/she will submit to the pending ethics or arbitration proceeding and will abide by the decision of the hearing panel, or if applicant resigns or is expelled from membership without having complied with an award, plus any cost that have been established as due and payable in relation thereto, provide that the award and such costs have not, in the interim, been satisfied.

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 ground for revocation of my membership.

Applicant Name (please print)

Applicant Signature

As Principal Broker/Designated Appraiser of _____ I concur with the signed statement of intent above.
(Firm Name)

Broker Name (please print)

Broker Signature

Date



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MLS Participation Agreement

I agree, as a condition of participation in the MLS, to abide by all relevant bylaws, rules and other obligations of participation including payment of fees. I further agree to be bound by the Code of Ethics on the same terms and conditions as Board/Association members 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 the Board/Association. I understand that a violation of the Code of Ethics may result in termination of my MLS privileges and that I may be assessed an administrative processing fee which may be in addition to any discipline, including fines, that may be imposed.

Print Name

Signature

Date

Print Broker Name

Broker Signature

Designations

(Please check all that apply)

ABR Accredited Buyer Representative	<input type="checkbox"/>	CRB Certified Real Estate Brokerage Mgr	<input type="checkbox"/>	CIPS Certified International Property Spec.	<input type="checkbox"/>
ABRM Accredited Buyer Representative M	<input type="checkbox"/>	CRE Counselor of Real Estate	<input type="checkbox"/>	CPA Certified Public Accountant	<input type="checkbox"/>
AFLM Accredited Farm Land Member	<input type="checkbox"/>	CRS Certified Residential Specialist	<input type="checkbox"/>	CPM Certified Property Manager	<input type="checkbox"/>
AMO Accredited Mgmt. Organization	<input type="checkbox"/>	GRI Graduate, REALTORS® Institute	<input type="checkbox"/>	SIR Society of Industrial REALTORS®	<input type="checkbox"/>
ARM Accredited Resident Manager	<input type="checkbox"/>	LTG Leadership Training Graduate	<input type="checkbox"/>	SRES Seniors Real Estate Specialist	<input type="checkbox"/>
CCIM Certified Comm Investment Mgr	<input type="checkbox"/>	RLI Realtors Land Institute	<input type="checkbox"/>	WCR Women's Council of REALTORS®	<input type="checkbox"/>



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I am a REALTOR®

I Pledge Myself

I pledge to protect the individual right of real estate ownership and to widen the opportunity to enjoy it;

To be honorable and honest in all dealings;

To seek to better represent my clients and customers by building my knowledge and competence;

To act fairly toward all in the spirit of the Golden Rule;

To serve my community well, and through it, my country;

And to observe the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® and conform my conduct to its lofty ideals.

Signature

Print Name