



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

BROKER / 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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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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Date: _____

Broker Information: 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* _____ WebsiteAddress _____

Please provide a **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	()	

** required by the National Association of REALTORS®*

REALTOR® Membership: (circle one) 1. Designated REALTOR® 2. Designated REALTOR® Appraiser

Board Membership Status - Please circle one: 1. Primary (will you pay your NAR & UAR dues through us?)
2. Secondary (will you pay NAR & UAR through another Board?)

Membership Type - Please circle one:

1. Board & MLS 2. Board Only (assistant) 3. MLS Only (Board membership elsewhere in Utah)

Utah Real Estate License Number _____

Have you **previously** 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 _____

Education:

College: _____

Real Estate Schools: _____

Advanced Education: _____



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Office Information

Office Name: _____ Office Primary Phone: () _____ - _____

Physical Office Address: _____ Office Secondary Phone: () _____ - _____

City: _____ State: _____ Zip: _____ Office Primary Fax: () _____ - _____

If Mailing is same as Physical, check box

Mailing Address: _____ City: _____ State: _____ Zip: _____

E-mail address for monthly billing purposes (required): _____

Web Site address: _____

Start Date: ____/____/____

Are You Reinstating? Yes / No

Remarks: _____

Bank References:

Bank Name: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Phone Number: _____

Trust Account Number: _____

Operational Account Number: _____

Personal References (Business or Friends): _____



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FORM: ADDING/DROPPING BROKER RECIPROCITYSM (IDX) & LICENSE AGREEMENT

THIS FORM PERMITS YOU TO "OPT IN" OR "OPT OUT" OF THE BROKER RECIPROCITY (IDX) PROGRAM. THIS FORM MUST BE FILLED OUT AND SIGNED BY THE BROKER FOR YOUR OFFICE – THERE ARE NO EXCEPTIONS.

1. BROKER INFORMATION

Firm Name: _____
Broker Name: _____
E-mail address: **(required)** _____
Firm Street Address: _____
Firm City, ST, ZIP _____
Firm Phone _____ Fax: _____
Should this form apply to any other offices of your firm? If so attach a separate page with a list of the offices to which this form should apply.

2. OPT IN OR OPT OUT.

INITIAL THE APPLICABLE BOX: (By so doing, you are agreeing to the understandings indicated next to it)

- MY FIRM **OPTS IN** TO THE BROKER RECIPROCITYSM (IDX) PROGRAM. I understand that I am hereby giving every other Broker ReciprocitySM Subscriber in the Park City Board of REALTORS® Multiple Listing Service permission to advertise my active MLS listings on its own web site with fields and status approved by the Park City Board of REALTORS®, subject to the Rules and Regulations of the Park City Board of REALTORS® Multiple Listing Service. Other BRS's are not obliged to display my listings. I authorize the Park City Board of REALTORS® Multiple Listing Service to distribute my active listing data to other Broker ReciprocitySM Subscribers pursuant to its Rules and policies. **[NOTE: IF THIS BOX IS INITIALED THE TERMS ON THE NEXT PAGE OF THIS FORM APPLY]**
- MY FIRM **OPTS OUT** OF THE BROKER RECIPROCITY (IDX) PROGRAM. I understand that this means that other Broker ReciprocitySM Subscribers will not be permitted to display my listings on their web sites. I further understand that my firm will receive no benefits under the Broker ReciprocitySM (IDX) Program of the Park City Board of REALTORS® Multiple Listing Service. My firm is not allowed to display the listings of other brokers unless I receive permission from them individually to do so. **[NOTE: IF THIS BOX IS INITIALED THE TERMS ON THE NEXT PAGE OF THIS FORM DO NOT APPLY]**

I am the BROKER for the MLS office whose name appears above. I represent that I have authority to execute this form on behalf of my own office.

Name: _____
(Please Print)

PARK CITY BOARD OF REALTORS®

(Signature)

(Date)

(Signature)

(Date)

- 3. The BROKER is licensed and in good standing with the Utah Division of Real Estate. The BROKER is also a participant in the Multiple Listing Service (the "MLS") owned and operated by the Park City Board of Realtors® (the "BOARD"). As a participant, the BROKER submits all listings of the BROKERAGE (the "BROKERAGE LISTINGS") to the MLS. The MLS compiles the BROKERAGE LISTINGS, along with other listings from other participants in the MLS, to create the MLS compilation. The compilation of listings created by the MLS (the "MLS Compilation") is owned and copyrighted by the BOARD.
- 4. The BROKER desires access to a substantial portion of the database used to create the *MLS Compilation*. The portion of that database the BOARD is willing to make available to the BROKER is referred to below as the "Basic Database". A copy of the fields of data contained within the *Basic Database* is attached hereto as Exhibit "A".
- 5. The BROKER desires to obtain the *Basic Database* for internal use by the BROKER and by the licensed real estate agents affiliated with the BROKER (the "Agents"). The BROKER also desires to permit public access to a portion of the *Basic Database* through internet-based web sites owned or operated by the BROKER and/or by the Agents (collectively referred to below as the "BROKERAGE WEB SITES").
- 6. The BOARD is willing to grant to the BROKER (including the Agents), a non-exclusive license to: (a) access the *Basic Database*; and (b) display on the BROKERAGE WEB SITES selected fields of data from the *Basic Database*. Such selected fields of data are referred to below the "Authorized Fields" and are identified on Exhibit "B" attached hereto. The grant of license to the BROKER includes the Agents and is subject to the terms and conditions set forth in Section 7 inclusive below. The Agents are subject to the same obligations as the BROKER under this License Agreement.



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7. In consideration of the representations contained above and the terms and conditions set forth below, the BOARD and the BROKER (including the Agents), do hereby agree as follows:
- (a) the BOARD hereby grants to the BROKER, and the BROKER hereby accepts, a non-exclusive, non-transferable license that is limited to the following: (i) access to the *Basic Database* through such means as is authorized by the BOARD; and (ii) display of the *Authorized Fields* on the BROKERAGE WEB SITES;
 - (b) the BROKER agrees that the display of *Authorized Fields* on the BROKER WEB SITES is limited to current, active listings;
 - (c) the BROKER may modify the *Basic Database* for purposes of producing internal reports as needed by the BROKER;
 - (d) the BROKER may directly transmit to individual clients, such reports as deemed appropriate by the BROKER;
 - (e) the public shall have the right to view and print from the BROKERAGE WEB SITES, *Authorized Fields* of active listings (which include authorized status types). However, BROKER shall not otherwise permit direct or indirect electronic access by the public, by any client of the BROKER, or by any third-party vendor, to any portion of the *Basic Database*;
 - (f) the BROKER shall not, without the prior written consent of the BOARD: (i) transfer, download, distribute, export or transmit (electronically or otherwise), any portion of the *Basic Database* to any third party vendor for any use by any third party vendor, without the prior written consent of the BOARD;
 - (g) all ownership, copyright rights, and interests in and to the *MLS Compilation* and the *Basic Database* belong to the BOARD;
 - (h) the BROKER has no ownership rights of any kind in any of the *MLS Compilation* or the *Basic Database*;
 - (i) access by the BROKER to the *Basic Database* shall be exclusively through the format and location established by the BOARD or another means provided by the BOARD, in its sole discretion;
 - (j) the BOARD may, in its discretion, alter, from time to time, the content of the *Basic Database* and/or the *Authorized Fields*;
 - (k) access to the *Basic Database* may, from time-to-time, be unavailable to the BROKER, whether because of technical failures or interruptions, intentional downtime for service or changes to the MLS, or otherwise. The BROKER agrees that any modification of the MLS, and any interruption or unavailability of access to the MLS or the *Basic Database* shall not constitute a default under this Agreement, and that the BOARD shall have no liability of any nature to the BROKER for any such modifications, interruptions, unavailability, or failure of access;
 - (l) the BROKER agrees to indemnify the BOARD against any losses, damages, and claims, including, but not limited to: computer hardware; computer software; computer consulting and programming fees; attorney fees and costs, which arise directly or indirectly from the delivery of the *Basic Database* to the BROKER by the BOARD;
 - (m) The BOARD shall have the right to view and audit the BROKERAGE WEB SITES, and the BROKER's use of the *Basic Database*, to assure compliance with the terms of this License Agreement;
 - (n) the BROKER agrees to comply with the MLS Rules & Regulations of the BOARD, incorporated into this License Agreement by this reference. The BROKER shall be responsible for compliance with this License Agreement and with the MLS Rules & Regulations by all Agents;
 - (o) the term of this License Agreement shall commence on the date of this License Agreement, and unless earlier terminated, shall terminate on the first anniversary of the date of this License Agreement (the "Termination Date"). The BROKER or the BOARD may terminate this License Agreement at any time, for any reason, prior to the Termination Date by delivering not less than fifteen (15) days written notice to the other party;
 - (p) this License Agreement is for the sole and exclusive benefit of the BOARD and the BROKER and is not intended to benefit any third party, including any users of the BROKER WEB SITES. No third party may claim any right or benefit under or seek to enforce any of the terms and conditions of this License Agreement;
 - (q) the waiver by any party of, or the failure of any party to take action with respect to, any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition, or subsequent breach of the same, or any other term, covenant or condition contained in this License Agreement;
 - (r) the BROKER agrees that it will not assign or delegate, sublicense, or otherwise transfer this License Agreement, the licenses granted under this License Agreement, or any of the rights or obligations of the BROKER under this License Agreement;
 - (s) this License Agreement shall be construed and governed in accordance with the laws of the State of Utah. In the event any action or proceeding is brought by either party against the other under this License Agreement, the prevailing party shall be entitled to recover costs and attorney fees in such amount as the court may adjudge reasonable;
 - (t) THE LICENSES GRANTED UNDER THIS LICENSE AGREEMENT, INCLUDING RIGHTS TO THE *BASIC DATABASE*, ARE LICENSED "AS IS," AND BOARD DISCLAIMS ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. FURTHERMORE, THE BROKER ACKNOWLEDGES AND AGREES THAT THE DISPLAY OF THE *AUTHORIZED FIELDS* ON THE BROKERAGE WEB SITES DOES NOT CONSTITUTE AN ENDORSEMENT OR APPROVAL BY THE BOARD OF THE BROKERAGE WEB SITES. THE BOARD DISCLAIMS ANY RESPONSIBILITY FOR THE CONTENT OF THE BROKERAGE WEB SITES; and
 - (u) this License Agreement represents the entire agreement of the parties hereto. There are no oral agreements, understandings or communications of any kind with respect to the subject matter contained herein which are not set for in this License Agreement.



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MLS Participation Agreement

Name of Participant: _____

Office Address: _____

Primary Board or Association: _____

I agree as a condition of participation in the Park City MLS to abide by all relevant bylaws, rules and other obligations of participation including payment of fees. I confirm that I currently, and will on a continual and ongoing basis in the operation of my real estate business activities, actively endeavor to list real property of the type filed with the MLS and/or accept offers of cooperation and compensation made by other participants through the MLS. I agree that I must continue to engage in such activities during my participation in the MLS. I acknowledge that failure to abide by these conditions of participation on an ongoing basis may result in potential suspension or termination of MLS participatory rights after a hearing in accordance with the MLS's established procedures.

Signature _____

Date _____

Designations

ABR Accredited Buyer Representative	<input type="checkbox"/>	CRB Certified Real Estate Bkрге 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

Date