



Daytona Beach Area
Association of REALTORS®, Inc.

**Primary REALTOR® Membership
Application Instructions**

1. Complete the Application.

- A. Complete EVERY blank in the application. (If not applicable, fill in N/A.)
- B. Include a recent full-faced photograph with application. An original, black & white or color, or 2x2 passport photo is acceptable.
- C. Read the attached **Membership Agreements**, date and sign. **Return with the application.**
- D. Provide a copy of your current real estate license or state certification to engage in the appraisal of real property is required, **along with a copy of your Drivers License. Return with the application.**
- E. Provide a completed, dated and signed RE 10, which also needs to be dated and signed by your Broker. **Return with the application.**

2. Pay Appropriate Fees.

- A. Include with the application, check, cash or credit card (Visa, Mastercard, Discover, American Express - payable to: Daytona Beach Area Association of REALTORS®, Inc., in the amount governed by the following schedule. The date of affiliation with a "Designated" REALTOR® governs the amount you pay.

APPLICATION FEE & DUES FOR THE YEAR ARE AS FOLLOWS:

Your annual membership dues include:

Local	175.00
State	116.00
FAR Issue Advocacy Assessment	10.00
National	80.00
NAR Advertising Assessment	<u>35.00</u>
	416.00
RPAC	<u>50.00</u> (RPAC is a voluntary contribution)
	\$466.00

REALTOR® APPLICATION FEE: *\$180.00

*Includes \$30.00 F.A.R. application processing fee

For a monthly breakdown of the dues, please see the DBAAOR Prorated Membership Dues Sheet enclosed.

PLEASE NOTE: YOU MUST ARRIVE BEFORE 3:00 P.M. TO BE PROCESSED FOR MEMBERSHIP. IF YOU ARRIVE AFTER THAT TIME, YOU WILL NOT BE PROCESSED UNTIL THE NEXT DAY.

PRIMARY REALTOR® MEMBERSHIP APPLICATION INSTRUCTIONS (cont.)

NOTE: The MLS Semi Annual fees are \$190.00. **A one time set up fee of \$100 for computer access.**

The Supra **Display Key** is \$60 semi annually. **A \$249 deposit is required for the Display Key to be paid to the Association.** The **eKey** Fee is \$21.87 monthly for Professional and \$11.56 for Basic paid directly to Supra by an automatic credit/debit card.

3. **Attend Orientation Class. (REALTOR® Awareness Course) and Professional Standards Class** (Schedule of dates enclosed)

- A. An applicant shall take and satisfactorily complete the required REALTOR® Awareness Course and Professional Standards Class within 90 days. If the courses are not completed, the application fee may be forfeited and the applicant may be required to reapply for membership. Also the mandated MLS class is taken at this time.
- B. The courses may be completed prior to submitting an application, provided it is within two years of the date the application is submitted.

4. **Board of Directors Review.**

- A. Upon completion of the above steps, the application is submitted to the Board of Directors for final review and approval. **Once the application has been approved by the Board of Directors, there will be no refunds. (See Bylaws, article V, Section 3)**

5. **Induction.**

- A. After the Board of Directors final approval, the applicant will be inducted at the REALTOR® Awareness Course or at a mutually convenient time prearranged with the Membership Coordinator.
- B. **Applicants must be inducted within 90 days after final approval by the Board of Directors or the applicant may be required to reapply for membership. (See Bylaws, Article V, section 3)**

Note: Association policy states that all new members, resignations and terminations may be bulletined to the membership.