NAAR New Member Orientation 2023

NAAR Education Room, Suite#C-3

9:00 am – 4:00 pm

Cost: FREE!

This orientation is required for all new primary members of the Northern Arizona Association of REALOTRS® (NAAR) and it's free! It also fulfills the Triennial Code of Ethics requirement.

Registration is taken on a first come, first serve basis until the class is full. No one is automatically registered you must register for this class within 120 days of your sign up date. If you register and do not show up, NAAR will assess a $25 No-Show fee.

Complete this registration form and return to NAAR via fax, email, mail or hand delivery by the registration deadline. Please no phone reservations.

Name: _____ Preferred Phone: _____ Office Name:

_____ Email: _____

I have a disability that requires accommodations: _____

Yes, I will attend the following orientation –within 120 days of my sign-up date:

☐ Thursday, February 23rd (Registration deadline 2/20)

☐ Thursday, April 27th (Registration deadline 4/24)

☐ Thursday, June 29th (Registration deadline 6/26)

☐ Thursday, August 24th (Registration deadline 8/21)

☐ Thursday, November 2nd (Registration deadline 9/30)

Northern Arizona Association of REALTORS®
1515 E Cedar Ave Suite C-4
Flagstaff, AZ 86004
Phone: (928) 779-4303 Fax: (928) 774-3230
Email: naarflag@nazrealtor.com

NAAR Primary REALTOR® Membership Fees

Use this fee schedule if you will pay NAAR Local, Arizona Association of REALTORS® and National dues with NAAR.

Fees below do not include Supra eKEY pricing

***Notice: If your office is a new participant to NAMLS a one-time New Office fee shall be added to the below totals as follows: $100 (Main and/or Branch)**

Month You Were Hired	Application Fee *One-Time*	Registration Fee *One-Time*	NAAR Local Fee *Annual*	NAMLS Fee *Paid Quarterly *	NAR Fee *Annual *	NAR Public Awareness Fee *Annual*	AAR Fee *Annual*	Total Dues to NAAR
January	$225	$200	$125	$85	$150	$45	$175	**$1,005.00**
February	$225	$200	$125	$60	$137.50	$45	$175	**$967.50**
March	$225	$200	$125	$35	$125	$45	$175	**$930.00**
April	$225	$200	$125	$85	$112	$45	$175	**$967.00**
May	$225	$200	$125	$60	$100	$45	$175	**$930.00**
June	$225	$200	$125	$35	$87.50	$45	$175	**$892.50**
July	$225	$200	$62.50	$85	$75	$45	$87.50	**$780.00**
August	$225	$200	$62.50	$60	$62.50	$45	$87.50	**$742.50**
September	$225	$200	$62.50	$35	$50	$45	$87.50	**$705.00**
October	$225	$200	$62.50	$85	$37.50	$45	$87.50	**$742.50**
November	$225	$200	$62.50	$60	$25	$45	$87.50	**$705.00**
December	$225	$200	$62.50	$35	$12.50	$45	$87.50	**$667.50**

Application for Membership within the Northern Arizona Association of REALTORS®

Applicants for REALTOR® membership are required to complete section I and II. Applicants for Designated Broker membership who are principals, partners, corporate officers, or branch office managers must also complete section III.

_____

(Applicant's name **AS SHOWN ON REAL ESTATE LICENSE)**

I hereby apply for REALTOR® (primary, secondary, or designated) membership in the Northern Arizona Association of REALTORS® (NAAR) and enclose my payment in the amount of $_____which I understand will be returned to me in the event I am not accepted to Membership. In the event my application is approved, I agree as a condition to membership to complete the orientation course of the NAAR, if any, and otherwise on my own initiative to thoroughly familiarize myself with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, including the duty to arbitrate business disputes in accordance with the Code of Ethics and Arbitration Manual of the board and the constitution, bylaws, and rules and regulations of the NAAR, the Arizona Association of REALTORS® (AAR) and the National Association of REALTORS® (NAR). I further agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, constitution, bylaws, rules and regulations, and duty to arbitrate, all as from time to time amended. Finally, I consent and authorize the board, through its membership committee or otherwise, to invite and receive information and comment about me from any member or other person, and I agree that any information and comment furnished to the board by any member or other person in response to any such invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel, or defamation of character.

NOTE: Applicant acknowledges that the association will maintain a membership file of information which may be shared with other boards/associations where applicant subsequently seeks membership. This file shall include previous applications for membership; all final findings of Code of Ethics violations and violations of other membership duties within the past three (3) years; pending complaints alleging violations of the Code of Ethics or alleging violations of other membership duties; incomplete or pending disciplinary measures; pending arbitration requests; and information related to unpaid arbitration awards or unpaid financial obligations to the board/association or its MLS.

NOTE: Applicant acknowledges that if accepted as a member and he/she subsequently resigns from the board 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®.

☐ Primary Membership (I currently do not belong to any MLS or Board/Association)

[ ] Secondary Membership (I currently belong to another MLS Board/Association; ***STOP, PLEASE FILL OUT THE SECONDARY MEMBER APPLICATION***)

ALL FIELDS IN THIS SECTION ARE REQUIRED

Name as shown on Real Estate license (Print): _____

Home Address: _____

_____

Home, Cell, and other phone(s): _____

Real Estate Firm Name: _____

Business Address: _____

_____

Business Phone(s): _____

Primary Field of business: ☐ General Residential Sales ☐ Property Management

☐ Land/Commercial ☐ Other (please specify):_____-___

Your position within the firm: ☐ Principal ☐ Partner ☐ Corporate Officer

☐ Branch Manager ☐ Sales Agent (Independent Contractor)

☐ Other: _____

Your RE License Number: _____

License type: ☐ Broker ☐ Salesperson ☐ Other-please specify: _____

MLS Email address: _____

Association billing email: _____

Date of Birth:___/___/_____

Are you currently or have you served in the military? ☐ Yes ☐ No

Do you hold, or have you ever held, a real estate license in any other state? If "yes", please specify name of state and previous license number: ☐ **Yes** ☐ **No**

_____

_____

_____

Has your real estate license, in this or any other state, been revoked? If "yes", specify the place(s) and date(s) of such action, and detail the circumstances relating thereto (please attach information): ☐ **Yes** ☐ **No**

_____

_____

_____

Do you currently have any pending or unresolved complaints, or have there been any complaints within the past three (3) years, any complaints against you or the firm with which you have been associated before any state real estate regulatory agency or any other agency or any other government agency: ☐ **Yes** ☐ **No**

If "yes", list each board and association where membership was held, type of membership held, and approximate dates of membership.

_____

_____

_____

Are you currently a member of another board or association which is affiliated with the NATIONAL ASSOCIATION OF REALTORS® or have you held membership in another board or association within the past three (3) years? ☐ **Yes** ☐ **No**

If "yes" list each board and association where membership was held, type of membership, and approximate membership dates.

_____

_____

_____

Have you participated in a multiple listing service which is owned and operated by a board or association affiliated with the NATIONAL ASSOCIATION OF REALTORS® within the past three (3) years? ☐ **Yes** ☐ **No**

If "yes" list the name of each MLS and the approximate participation dates.

_____

_____

_____

This section must be completed by applicants for REALTOR® membership, whether primary or secondary, who are principals, partners, corporate officers or branch office managers (i.e., individuals in positions of management control on behalf of individual who are not physically present and engaged in the real estate profession.)

As you or is any real estate firm in which you are a sole proprietor, general partner or corporate officer involved in any pending bankruptcy or insolvency proceeding or have you any real estate firm in which you are a sole proprietor, general partner or corporate officer been adjudged bankrupt in the past three (3) years? ☐ Yes ☐ No

If 'yes", specify the place(s) and date(s) of such action, and detail the circumstances relating thereto: (please attach information):

_____

_____

_____

Is the office address specified in section I your principal places of business?

☐ Yes ☐ No

List the names and addresses of all the branch offices or other real estate firms in which you are a principal, partner, or corporate officer:

_____

(Office Name) (Address)

_____

(Office Name) (Address)

_____

(Office Name) (Address)

NOTE: Applicant acknowledges that if the applicant or any real estate firm in which the applicant is a sole proprietor, general partner, or corporate officer is involved in any pending bankruptcy or insolvency proceedings or has been adjudged bankrupt in the past three (3) years, the board/association may require, as a condition of membership, that the applicant pay cash in advance for board/association and MLS fees for up to one (1) year from the date that membership is approved or from the date that the applicant is discharged from bankruptcy (whichever is later) or, in the event that bankruptcy proceedings are initiated subsequent to obtaining membership in the board/association, that the member may be placed on a "cash basis" from the date that bankruptcy is initiated until one (1) year from the date that the member has been discharged from bankruptcy.

By signing and submitting this application and paying the required fees, the above applicant agrees, if accepted into membership by the Northern Arizona Association of REALTORS® or, if an "MLS Service Only" applicant to:

• Subscribe to and abide by the Constitution, Bylaws and Code of Ethics of the National Association of REALTORS®, the Bylaws, Rules, Regulations and Policies of the Arizona Association of REALTORS®, & the Bylaws, Rules, Regulations and Policies of the Northern Arizona Association of REALTORS®.

• Attend an Association Orientation program within 120 days of acceptance of this application by the Board of Directors (primary members only). Failure to do so may result in the suspension of REALTOR® membership and the privilege of accessing the MLS data.

• Read and become thoroughly familiar with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®. I agree that my act of paying my dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitution, Bylaws, Rules, Regulations and Policies, including the duty to arbitrate any future disputes with another member of this Association, any member of the Arizona Association of REALTORS®, or members of the public in accordance with the National Association of REALTORS® Code of Ethics and Arbitration Manual, all as from time to time amended.

• Read, become familiar with and abide by the Rules, Regulations and Policies of the Multiple Listing Service as provided by the Northern Arizona Association of REALTORS®.

• I agree to pay all dues and fees as established annually by the Association's Board of Directors.

• I understand that the use of the membership term "REALTOR®" and its logo are for the sole use of members of the REALTOR® association. Upon expiration of my REALTOR® membership, for whatever reason, I will discontinue use of "REALTOR®", and its designations and logos in every way, including use on all business cards, signs, certificates, letterhead, promotional materials, etc.

The applicant hereby acknowledges that they have read, understand, and agree to be governed by the NAAR Bylaws, Rules and Regulations, and Code of Ethics as set forth on this application.

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 may be grounds for revocation of my membership, if granted**.**

Signature:_____ **Date:** _____

PER THE NAAR BYLAWS: Per NAR®, each REALTOR® (primary) member of the association shall be required to complete Code of Ethics Training of not less than two hours and thirty minutes of instructional time every three years. This requirement will be satisfied upon presentation of documentation that the member has completed a course of instruction conducted by this or another association, the State Association of REALTORS®, the National Association of REALTORS®, or any other recognized educational institution or provider which meets the learning objectives and minimum criteria established by the National Association of REALTORS® from time to time. REALTOR® (primary members) who have completed training as a requirement of membership in another association and REALTOR® (primary) members who have completed the New Member Code of Ethics Orientation during any three-year cycle shall not be required to complete additional ethics training until a new three-year cycle commences.

**Failure to satisfy this requirement shall be considered a violation of a membership duty for which REALTOR® (primary)

Northern Arizona Association of REALTORS®

MLS User/Subscriber Participation Agreement

As a User/Subscriber participating in the Multiple Listing Service (MLS) provided by the Northern Arizona Association of REALTORS® (NAAR), I have read, understand, and agree to abide by the NAAR Bylaws and MLS Rules and Regulations, and other obligations of participation, including payment of fees. I understand that the information obtained from the MLS is confidential proprietary market information which is available only to participants of the MLS. I agree that I only will provide access to or information from the MLS in accordance with the rules. Violation of this provision is a violation of the NAAR Bylaws and MLS Rules and Regulations and is subject to a fine or any other sanctions.

In requesting participation, I agree that I will be responsible for all fees assessed as a user/subscriber, as well as any fees which are due and payable for individual services rendered, as set forth in the fee schedule. The MLS will issue one "Agent ID" number and Password to user/subscriber. **The Agent ID number and Password is provided exclusively for the use of the user/subscriber and may not be shared with or used by any other person.**

All data and photos submitted to the MLS becomes the property of the Multiple Listing Service. As a user/subscriber, I agree to utilize all data received by the MLS in accordance with the MLS Rules and Regulations. The User/Subscriber participating in the MLS is hereby noticed that all data obtained from the MLS computer system is federally copyrighted. Providing MLS information to unauthorized recipients may be a copyright violation. Any violation of said copyright will be prosecuted to the fullest extent of the law.

I agree as a condition of participation in the MLS to be bound by the Code of Ethics on the same terms and conditions as NAAR members, as established in the Code of Ethics and Arbitration Manual, 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 NAAR. I understand that a violation of the Code of Ethics may result in suspension or termination of MLS rights and privileges.

As a User/Subscriber, I agree to indemnify and hold the MLS and its data supplier harmless from all claims copyright and liability relating to User/Subscriber's use of the MLS system and service.

This User/Subscriber Participation Agreement may be terminated upon written notice to the MLS and can be terminated by the MLS in accordance with the NAAR Bylaws, the MLS Rules and Regulations, and the MLS Operating Policies. Upon termination, I understand all active listings will be released from the MLS computer system and all data obtained from the MLS must be immediately destroyed (except those records required to be kept by law) or holder of said data will be in violation of the federal copyright.

MLS Participating User/Subscriber Name (Print)	**Date**
MLS Participating User/Subscriber Name (Signature)	**Office Name**
NAAR Staff Signature	**Members NRDS#**