



# REALTOR® MEMBERSHIP APPLICATION

REALTOR® members are individuals who are licensed as brokers, salespersons, licensed appraisers and/or certified appraisers, and who is not the Designated REALTOR of a brokerage firm or company.

Membership applicants should submit the following:

- Completed REALTOR® application form
- REALTOR® application fee of \$300 (non-refundable; payable to 'CAR')
- MLS Office Set-Up fee of \$75 (payable to 'CAR')

Applicants must also complete NEW MEMBER ORIENTATION and CODE OF ETHICS TRAINING.

Questions? Please contact Executive Director Shari Veldman, 616.301.1771 or [shariv@carwm.com](mailto:shariv@carwm.com) .



*This form is designed for use by real estate professionals licensed as brokers, associate brokers, salespersons, certified appraisers, licensed appraisers and limited real estate appraisers.*

I hereby apply for REALTOR® membership in the Commercial Alliance of REALTORS® (CAR) and enclose a \$300 non-refundable application fee.

I understand that the term REALTOR® is the exclusive designation of the members of the National Association of REALTORS®, its local Boards and State Associations. It is listed in the U.S Patent Office as a registered collective membership mark and may be sued only by real estate professionals who are members of the National Association of REALTORS®

I agree to abide by the Code of Ethics of the National Association of REALTORS®, including the duty to arbitrate business disputes in accordance with the Code of Ethics, the Constitutions, Bylaws and Rules and Regulations of CAR, the State and National Associations of REALTORS®. I further agree that my act of paying dues shall evidence my continuing commitment to abide by the aforementioned governing documents. I consent and authorize CAR to invite and receive information and comment about me from any person, and I agree that any information and comment furnished to CAR by any person in response to such invitation shall be conclusively deemed to be privileged and shall not form the basis for any action by me for slander, libel or defamation of character.

I acknowledge that 1) if I am accepted as a member and I subsequently resign or am expelled from membership in CAR with an ethics complaint or arbitration request pending, the Board of Directors may condition renewal of membership upon the verification that I will submit to the pending ethics or arbitration proceeding and will abide by the decision of the Hearing Panel; 2) if I resign or am expelled from membership without having complied with an award in arbitration, the Board of Directors may condition renewal of membership upon my payment of the award, plus any costs that have been previously established as due and payable, provided that the award and such costs have not in the interim been otherwise satisfied; 3) if I resign or otherwise cause my membership to terminate, the duty to submit to arbitration continues in effect even after the membership has lapsed or is terminated, provided the dispute arose while I was a REALTOR®.

I certify that the information provided by me on the application 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. In addition, I understand that I must complete New Member Orientation and the Comprehension Test. I must provide a copy of my real estate license and/ or appraiser license(s). I must provide all other required documentation requested by CAR in order for my application to be processed and considered for approval.

I authorize CAR to forward any communications it deems appropriate to me via one or more of the following methods:

Direct mail, e-mail, fax, etc.

---

Date

---

Signature of Applicant



**APPLICANT INFORMATION**

Name as it appears on license: \_\_\_\_\_

Nickname: \_\_\_\_\_

SS# (last 4 digits): \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Email address: \_\_\_\_\_

Home Address (include city & zip code):

\_\_\_\_\_

\_\_\_\_\_

Primary Phone: \_\_\_\_\_ Additional Phone: \_\_\_\_\_

**STATE OF MICHIGAN REAL ESTATE LICENSING (Check all that are active w/State; attach copy)**

Licensed as: \_\_\_\_\_ Salesperson License #: \_\_\_\_\_

\_\_\_\_\_ Individual Broker License #: \_\_\_\_\_

\_\_\_\_\_ Associate Broker License # \_\_\_\_\_

\_\_\_\_\_ Certified Appraiser License # \_\_\_\_\_

\_\_\_\_\_ Licensed Appraiser License # \_\_\_\_\_

\_\_\_\_\_ Limited Appraiser License # \_\_\_\_\_

**EMPLOYMENT**

Firm Name: \_\_\_\_\_

Address (include city and zip code): \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ website: \_\_\_\_\_

Date affiliated with firm: \_\_\_\_\_

Position with Firm:

\_\_\_\_ Principal \_\_\_\_ Sole Proprietor \_\_\_\_ Partner \_\_\_\_ Employee \_\_\_\_ Independent Contractor

\_\_\_\_ Trustee \_\_\_\_ Corporate Officer \_\_\_\_ Other \_\_\_\_\_



## ADDITIONAL INFORMATION

	YES	NO
Are you actively engaged in the real estate or appraisal business?		
Are you a sole proprietor, principal, partner, LLC member or corporate officer of the firm with which you are licensed?		
Do you hold, or have you ever held, a real estate or appraisal license in another state?		
Will CAR be your primary board (CAR to collect National and State association dues on your behalf)?		
Are you a dues-paying member of other real estate boards/associations? <ul style="list-style-type: none"> <li>If yes, please list the association names:</li> </ul>		
Were you previously a member of another real estate board/association? <ul style="list-style-type: none"> <li>If yes, please list the associations:</li> </ul>		
Have you ever been refused membership in any other real estate board? <ul style="list-style-type: none"> <li>If yes, please state the basis for refusal:</li> </ul>		
Are there currently, or within the past five years, any complaints against you or your firm with which you have been associated before any state real estate or appraisal regulatory agency, any other agency of government, or any real estate board? <ul style="list-style-type: none"> <li>If yes, please submit the substance of each complaint and its resolution on a separate document.</li> </ul>		
Are there currently, or within the past five years, any lawsuits against you or your firm with which you have been associated with which involve claims for damages or alleged breach of contract in a real estate transaction or due to an appraisal performed? <ul style="list-style-type: none"> <li>If yes, please submit the substance of each complaint and its resolution on a separate document.</li> </ul>		
Have you ever been convicted of a felony? <ul style="list-style-type: none"> <li>If yes, please explain:</li> </ul>		



## MLS SUBSCRIBER AGREEMENT

**As an individual granted access to carwm MLS, I accept and agree to all of the following:**

- To keep confidential the USER ID and password granted to me. I will not post, share, disseminate, or record the User ID or password in any way.
- To accept responsibility for any action I take under my USER ID and password.
- To issue the appropriate sign-off command and/or close the browser when leaving a computer unattended, thus preventing the unauthorized use of my USER ID and password.
- To refrain from making the MLS information available to any person or entity except in connection with the regular conduct of my real estate or appraisal business, defined as a good faith effort to produce a sale, exchange, estimate or value, or lease of the property or properties involved. I will not sell or share copies of any MLS information, including connection software, to any non-participant of the MLS (including persons within my office). (Information and data compiled from the listings filed with the MLS shall be subject to the same rules and regulations as apply to copies of the listings themselves).
- To not advertise or promote a listing without the prior consent of the listing broker.
- To report to the Executive Director of CAR any apparent breach or violation of MLS and/or computer system security, including breach of the USER ID and passwords.

**I have read the above conditions, I understand these conditions, and agree to comply with them. Further, I understand that violation of this agreement may result in disciplinary action or prosecution, as defined by the MLS Rules and Regulations of the Commercial Alliance of REALTORS®: “Any MLS users found guilty of sharing their MLS password will be subject to a fine of not less than \$2500.00, (which does not include potential liability for damages) and suspension from the MLS for not less than thirty (30) days.”**

MLS SET-UP FEE:

New Office Set up: \$175    New Agent Set up: \$75 (per agent)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

## DESIGNATED REALTOR ACKNOWLEDGEMENT

Please be advised that I have reviewed the completed application of the applicant and agree that I will be responsible for the supervision of the applicant.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Designated REALTOR®