



**APPLICATION FOR REALTOR® MEMBERSHIP**

To the Cortland County Board of REALTORS®, I hereby apply for REALTOR® Membership in the above named Board and am enclosing my payment in the amount of \$\_\_\_\_\_ for a one time application fee and \$ \_\_\_\_\_\* for my 20\_\_ Dues payable to Cortland County Board of REALTORS®. My 20\_\_ dues will be returned to me in the event of non-election. Application fee is nonrefundable. I will attend orientation within 90 days of Association’s confirmation of provisional membership. Failure to meet this requirement may result in having my membership terminated. In the event of my election, I agree to abide by the Code of Ethics of the National Association of REALTORS®, which includes the duty to arbitrate, and the Constitution, Bylaws and Rules and Regulations of the above named Board, the State Association and the National Association, and if required, I further agree to satisfactorily complete a reasonable and non-discriminatory written examination on such Code, Constitutions, Bylaws and Rules and Regulations. I understand membership brings certain privileges and obligations that require compliance. Membership is final only upon approval by the Board of Directors and may be terminated should completion of requirements, such as orientation, not be completed within timeframe established in the association’s bylaws. As of March 19, 2014, all new members are required to attend orientation within 90 days, including the mandatory Code of Ethics for New Members through the National Association of REALTORS® and reviewing the Cortland County Board of REALTORS® Bylaws. Should the new member not meet these requirements, membership will be terminated and all membership fees forfeited. If the member re-applies, all membership fees, including CCBR & MLS application fees will be required at time of application as per prorated dues schedule. I understand that I will be required to complete periodic Code of Ethics training as specified in the association’s bylaws as a continued condition of local membership and membership to the National Association of REALTORS®.

**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®.

- Amount shown is prorated according to month joining. I hereby submit the following information for your consideration:

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Last Name \_\_\_\_\_ Suffix (Jr, III, Sr, etc)

Nickname (DBA) \_\_\_\_\_

Email Address: \_\_\_\_\_

Real Estate License #: \_\_\_\_\_

Licensed/certified appraiser: [  ] Yes [  ] No Appraisal License #: \_\_\_\_\_

Office Name: \_\_\_\_\_

Office Address: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Home Address Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Personal Fax: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Preferred Mailing:  Home  Office Street  Office Mail Alternate  Member Mail Alternate

Preferred Publication:  Home  Office Street  Office Mail Alternate  Member Mail

**Alternate**

Preferred Phone:  Home  Office  Cell Initial Password for Association Site: \_\_\_\_\_

Preferred Email:  Primary Email  Secondary Email

Are you presently a member of any other Association of REALTORS®?  Yes  No

If yes, name of Association and type of membership held:

\_\_\_\_\_

Have you previously held membership in any other Association of REALTORS®?  Yes  No

If yes, name of Association and type of membership held:

\_\_\_\_\_

Have you been found in violation of the Code of Ethics or other membership duties in any Association of REALTORS® in the past three (3) years or are there any such complaints pending?  Yes  No  
(If yes, provide details as an attachment.)

If you are now or have ever been a REALTOR®, indicate your NAR membership (NRDS) #: \_\_\_\_\_  
and last date (year) of completion of NAR's Code of Ethics training requirement: \_\_\_\_\_.

Company information:  Sole Proprietor  Partnership  Corporation  LLC(Limited Liability Company)  Other, specify \_\_\_\_\_

Your position:  Principal  Partner  Corporate Officer  Majority Shareholder  
 Branch Office Manager  Nonprincipal Licensee

Names of other Partners/Officers/ of your firm:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been refused membership in any other Association of REALTORS®?

Yes  No

If yes, state the basis for each such refusal and detail the circumstances related thereto:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is the Office Address, as stated, your principal place of business?  Yes  No

If not, or if you have any branch offices, please indicate and give address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you hold, or have you ever held, a real estate license in any other state?  Yes  No

If so, where: \_\_\_\_\_

Have you or your firm been found in violation of state real estate licensing regulations or other laws prohibiting unprofessional conduct rendered by the courts or other lawful authorities within the last three years? If yes, provide details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you or you firm been convicted of a felony or other crime. If yes, provide details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 grounds for revocation of my membership if granted. I further agree that, if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the **Cortland County Board of REALTORS®** are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

By signing below I consent that the REALTOR® Associations (local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Association(s) in the future. This consent recognizes that certain state and federal laws may place limits on communications that I am waiving to receive all communications as part of my membership.

Dated: \_\_\_\_\_ Signature: \_\_\_\_\_

**Information to be supplied by Local Association:**

Join Date \_\_\_\_\_  
Status: Active, Provisional  
Primary Local Association NRDS ID \_\_\_\_\_  
Primary State Association NRDS ID \_\_\_\_\_  
Office ID \_\_\_\_\_  
(if broker)  
Office Contact DR \_\_\_\_\_  
Office Contact Manager \_\_\_\_\_  
Number of Non-Member Licensees \_\_\_\_\_