



New Office Application

I. All applicants for Primary or Secondary REALTOR® membership are required to complete this section. PLEASE PRINT

Name as shown on License: _____ License Effective Date: _____

License Type _____ License No. _____
(Broker, Salesperson, Appraiser)

Name to appear on roster: _____ Nickname: _____

Date of Birth (MM/DD/YY): _____

Home Physical Address _____ City _____ ST _____ ZIP _____

Home Mailing Address _____ City _____ ST _____ ZIP _____

Home Phone: _____ Cell Phone: _____ Home Fax: _____

E-Mail: _____ Website Address: _____

Preferred Phone: HOME / OFFICE / CELL **Preferred Fax:** HOME / OFFICE **Preferred Mail Address:** HOME / OFFICE

Firm: _____ Designated REALTOR®: _____

Address _____ City _____ ST _____ ZIP _____

Business Phone: _____ Business Fax: _____ DR email: _____

II. Only Designated REALTORS® applying for new membership or DR's that are changing supervision or transferring offices are required to complete this section. PLEASE PRINT

Note: New Office Application Fee - There is a \$100 one time application fee for NVRA new office set-up.

Corporate Name: _____ Type: _____
Sole Proprietor, DBA, Partnership, Corporation

Firm Address: _____ Tax ID #: _____

Firm License Number: _____ Firm License Effective Date: _____

Please list the names and titles of all other principals, partners, or corporate officers in your firm. ATTACH SHEET IF NEEDED

Name: _____ Title: _____

Please list names and addresses of all branch offices or other real estate firms in which you are a principal, partner or corporate officer. ATTACH SHEET IF NEEDED

Firm Name: _____ Address: _____

III. All applicants for Primary or Secondary REALTOR® membership are required to complete this section. PLEASE PRINT

Are you currently a member or have you held membership in another association affiliated with the NATIONAL ASSOCIATION OF REALTORS®? Yes or No

If yes, please list each association and approximate dates of membership.

Association: _____ Dates of membership: _____

If you were ever assigned a NRDS number, please provide number and name/location of association that assigned it.

NRDS # _____ Assigning Association: _____

Are you currently, or have you been in the last 3 years, involved in an association Code of Ethics or Arbitration complaint? If yes, provide details on a separate sheet. Yes _____ No _____



Membership Application

Do you hold, or have you held, a real estate license **in another state**? No ___ Yes ___ (specify state/license number)

State: _____

License #: _____

Has your license (in any state) ever been suspended or revoked? No ___ Yes ___ (specify place(s), date(s) & details)

Have you ever been convicted of a felony? No ___ Yes ___ (provide details on separate sheet)

If you have another place of employment, please provide information:

Business Name: _____ Position: _____ #Yrs: _____

Business Address: _____ Phone: _____

Supervisor Name: _____

Are you a member of an institute, society or council affiliated with the NATIONAL ASSOCIATION OF REALTORS® or do you hold any professional designations? No _____ Yes _____ (LIST BELOW. ATTACH SHEET IF NEEDED)

PLEASE READ THE FOLLOWING STATEMENTS BEFORE SIGNING YOUR APPLICATION

Upon payment of required dues for REALTOR® membership, I agree to abide by the association's bylaws, rules, and regulations, as well as the Code of Ethics of the National Association of REALTORS®, which information is provided when I join NVRA. The REALTOR® Code of Ethics includes an undertaking to arbitrate disputes between or among REALTORS® and to abide by the arbitration award rendered in such a dispute. The Code also contains a commitment to submit to and abide by the disciplinary procedures established by the Association under the Code of Ethics. I understand that my initial status with this application is that of Provisional member, which allows me to receive REALTOR® services and benefits immediately, contingent upon the completion of the association's mandatory Orientation, in accordance with the current association policies, and a course in the above-mentioned Code of Ethics. Upon completion of those requirements, I acknowledge that my REALTOR® status will be contingent upon maintaining an active real estate or appraiser license, payment of annual dues and Quadrennial Code of Ethics training as required by NAR, as well as any state or local mandated course or training requirements.

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 he/she resigns from the association or otherwise causes membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of membership upon applicant's agreement to submit to the pending ethics proceeding and abide by the decision of the hearing panel. Likewise, 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®.

NOTE: Dues payments to the REALTOR® associations are non-refundable under any circumstance and are not tax deductible as charitable contributions; however, portions of such payments may be tax deductible as ordinary and necessary business expenses.

NOTE: I agree to receive electronic communications from the Northwest Vermont REALTOR® Association.

New Member SIGNATURE

DATE

Due at time of application is my REALTOR® dues payment for the current membership year(s) _____ in the amount of \$ _____ (please see attached dues schedule). I will be paying by: Cash _____ Check _____ Credit Card _____

Electronic Submission: Email copy of this form to membership@nwtvrealtor.org. An email will be sent when your application is processed. At that time, please pay the transfer fee online through the Member Portal or call the NVRA office and pay over the phone with a credit or debit card.

Submitting By Mail: You can send your completed form and a check made payable to NVRA to: NVRA, PO Box 814, Williston, VT 05495. You will receive an email confirmation once your application is processed. Cash payments may be submitted in person to NVRA, 202 Commerce Street, Unit #200, Williston, VT 05495.



Northwest Vermont
REALTOR® Association

Designated REALTOR® Agreement

As a member in good standing with the Northwest Vermont REALTOR® Association, I recommend the individual named below for REALTOR® membership in our association.

Licensed Agent/Appraiser Name: _____

Vermont Real Estate License #: _____

License Effective Date: _____

This is the date that your license became effective with the VT Secretary of State. (PLEASE NOTE: Dues for NVRA are calculated based on date of application for Association membership.)

REALTOR® Firm Name: _____

Firm Address: _____

Designated REALTOR® (as listed w/Real Estate Commission): _____

Designated REALTOR® Agreement: I understand that, as the Designated REALTOR®, I am responsible for notifying NVRA of any change of status in this agent’s affiliation with my firm within 30 days of such change, providing proof of communications with the Real Estate Commission as required or requested.

Upon verification with the Real Estate Commission of the licensee/license indicated above, NVRA may hold me responsible for discrepancy in payment amounts based on the date of this agent’s licensing with my firm.

In the event that this agent does not make payment of REALTOR® dues, in a timely manner and in accordance with the bylaws, I will be responsible for payment of his/her dues for non-member status.

Designated REALTOR® Signature

Date



2022 Dues Schedule

IMPORTANT INFORMATION ABOUT YOUR ASSOCIATION DUES

The membership year runs from January to December. Dues are prorated from the date of application. Membership dues are billed annually on October 1 and due by November 1. **When you join as a new member after October 1, you will receive two invoices.** The first invoice covers prorated dues for 2022 and the second invoice is for 2023 Annual dues. Amounts for these dues invoices are broken down below for October, November, and December. Please note that dues payments are non-refundable.

APPLICATION FEES (One-time fee): **New Member Application: \$100 | New Office Application: \$100**

Jan 2022	
Application Fee	\$100.00
NVRA 2022	\$320.00
VAR 2022	\$345.00
NAR 2022	\$150.00
NAR Public Image Campaign	\$35.00
Total	\$950.00

May 2022	
Application Fee	\$100.00
NVRA 2022	\$213.33
VAR 2022	\$230.00
NAR 2022	\$100.00
NAR Public Image Campaign	\$35.00
Total	\$678.33

Sept 2022	
Application Fee	\$100.00
NVRA (Local)	\$106.67
VAR (state)	\$115.00
NAR (nat'l)	\$50.00
NAR Public Image Campaign	\$35.00
Total	\$406.67

Feb 2022	
Application Fee	\$100.00
NVRA 2022	\$293.33
VAR 2022	\$316.25
NAR 2022	\$137.50
NAR Public Image Campaign	\$35.00
Total	\$882.08

June 2022	
Application Fee	\$100.00
NVRA 2022	\$186.67
VAR 2022	\$201.25
NAR 2022	\$87.50
NAR Public Image Campaign	\$35.00
Total	\$610.42

October	2022 Dues	2023 Dues
Application Fee	\$100.00	N/A
NVRA	\$80.00	\$320.00
VAR	\$86.25	\$345.00
NAR	\$37.50	\$150.00
NAR Image Campaign	\$35.00	\$35.00
Total	\$338.75	\$850.00

Mar 2022	
Application Fee	\$100.00
NVRA 2022	\$266.67
VAR 2022	\$287.50
NAR 2022	\$125.00
NAR Public Image Campaign	\$35.00
Total	\$814.17

July 2022	
Application Fee	\$100.00
NVRA 2022	\$160.00
VAR 2022	\$172.50
NAR 2022	\$75.00
NAR Public Image Campaign	\$35.00
Total	\$542.50

November	2022 Dues	2023 Dues
Application Fee	\$100.00	N/A
NVRA	\$53.33	\$320.00
VAR	\$57.50	\$345.00
NAR	\$25.00	\$150.00
NAR Image Campaign	\$35.00	\$35.00
Total	\$270.83	\$850.00

Apr 2022	
Application Fee	\$100.00
NVRA 2022	\$240.00
VAR 2022	\$258.75
NAR 2022	\$112.50
NAR Public Image Campaign	\$35.00
Total	\$746.25

August 2022	
Application Fee	\$100.00
NVRA 2022	\$133.33
VAR 2022	\$143.75
NAR 2022	\$62.50
NAR Public Image Campaign	\$35.00
Total	\$474.58

December	2022 Dues	2023 Dues
Application Fee	\$100.00	N/A
NVRA	\$26.67	\$320.00
VAR	\$28.50	\$345.00
NAR	\$12.50	\$150.00
NAR Image Campaign	\$35.00	\$35.00
Total	\$202.67	\$850.00