

NRDS # \_\_\_\_\_



**NORTHSHORE AREA BOARD OF REALTORS®**

3500 Hwy 190, Suite 201, Mandeville, LA 70471

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www.nabors.org

**2012 NABOR MEMBERSHIP APPLICATION**

**PLEASE PRINT**

The following is required:

- 1. Completed and Signed Membership Application – *this form*;
- 2. Copy of LA Real Estate License or Appraiser License and/or Certification must accompany this application;
- 3. Copy of current and valid driver's license;
- 4. Attendance at New Agent Orientation, if newly licensed OR if membership has lapsed more than one (1) year;
- 5. Payment of all fees must accompany this application. Fees are pro-rated by issue date of real estate license.

Today's Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Vehicle License Plate # \_\_\_\_\_

Name (as it appears on RE or Appraiser License): \_\_\_\_\_

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Last 4 Digits of Social Security # \_\_\_\_ \_

**CLASSIFICATION:** I am a/an:

_____ Agent	_____ Broker	_____ Associate Broker
_____ LA Licensed Appraiser Trainee	_____ LA State Certified Appraiser	

Are you joining NABOR as your *primary* or *secondary* board? \_\_\_\_\_ Primary \_\_\_\_\_ Secondary

Primary Board Affiliation, if not NABOR \_\_\_\_\_

Real Estate or Appraiser License # \_\_\_\_\_ Date first licensed in LA: \_\_\_\_\_

➡ Name of Sponsoring Broker or Certified Appraiser you are working under: \_\_\_\_\_  
(person's name)

**NOTE:** IF YOU ARE APPLYING FOR PRIMARY MEMBERSHIP, YOUR SPONSORING BROKER OR CERTIFIED APPRAISER WHOM YOU ARE AFFILIATED MUST HOLD (PRIMARY OR SECONDARY) MEMBERSHIP WITH NABOR.

Persons other than principals, partners or corporate officers of real estate or appraisal firms must be employed by or affiliated with a Designated REALTOR or State Certified Appraiser to be eligible for REALTOR Membership. MLS Subscribers must remain affiliated with an MLS Participant to be an MLS Subscriber.

**LA LICENSED APPRAISER TRAINEE:** If you are applying as a LA Licensed Appraiser Trainee you must: (a) be working under the direct supervision of a State Certified Appraiser who currently holds membership in NABOR as a Designated REALTOR®, and (b) must be working on your LA State Certification. If affiliation with the LA Certified Appraiser under which you are granted membership ceases, your NABOR membership will be terminated until such time that you become affiliated with another Certified Appraiser who is a member of NABOR. In order to reinstate membership, a membership transfer form will be required along with payment of any dues or fees owed. Any dues and fees paid are nonrefundable.

**II. MEMBER RECORD INFORMATION**

REAL ESTATE OFFICE NAME: \_\_\_\_\_

Office Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Office Website Address (URL) http\\ \_\_\_\_\_

Is the office address, as stated above, your primary place of business? \_\_\_\_\_ Yes \_\_\_\_\_ No

If you work at a Branch office, please give the following information:

Branch Office Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Is real estate your primary business? If not, please provide information on your primary business:

Name /Type of Business: \_\_\_\_\_ Position: \_\_\_\_\_ Ofc. Phone: ( ) \_\_\_\_\_

**MEMBER's U.S. POSTAL MAILING ADDRESS (Your Preferred Address of Record)**

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

How long have you resided at your current address? \_\_\_\_\_ Previous Address: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ Cell # ( ) \_\_\_\_\_ - \_\_\_\_\_ Home FAX: ( ) \_\_\_\_\_ - \_\_\_\_\_

Preferred E-mail: \_\_\_\_\_

**III. LICENSE & BOARD INFORMATION:**

**Do you have any record of:**

\_\_\_\_ Yes \_\_\_\_ No Code of Ethics complaints, violations, official sanctions, and/or violations of other membership requirements in any other Associations within the past three (3) years? Is so, please explain:  
\_\_\_\_\_

\_\_\_\_ Yes \_\_\_\_ No Pending Ethics complains and/or hearings;

\_\_\_\_ Yes \_\_\_\_ No Unsatisfied discipline, pending or past;

\_\_\_\_ Yes \_\_\_\_ No Pending arbitration requests and/ or hearings;

\_\_\_\_ Yes \_\_\_\_ No Unpaid arbitration awards and/or unpaid financial obligations to any other Associations?

How many years have you been an *active* real estate salesperson? \_\_\_\_\_

Do you hold, or have you ever held, a Real Estate License or Appraisal License in any other state?

\_\_\_\_ Yes \_\_\_\_ No If yes, name state(s): \_\_\_\_\_

Has your license, in this or any other state, ever been suspended or revoked? \_\_\_\_ Yes \_\_\_\_ No

If yes, specify location and date of such action and detail the circumstances relating thereto:  
\_\_\_\_\_

Are you *currently* a member of any other real estate board, whether or not affiliated with the National Association of REALTORS®? \_\_\_\_ Yes \_\_\_\_ No If yes, Name of Board: \_\_\_\_\_ Location: \_\_\_\_\_

Have you *previously* held membership in any other real estate board? \_\_\_\_ Yes \_\_\_\_ No

If yes, name each board, type of membership held, and dates membership was held: \_\_\_\_\_

Have you ever been a non-member of another board: \_\_\_\_ Yes \_\_\_\_ No

Have you ever been refused membership in any other real estate board? \_\_\_\_ Yes \_\_\_\_ No

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

Have you ever been convicted of a felony? \_\_\_\_ Yes \_\_\_\_ No

If yes, has this information been disclosed to the LREC? \_\_\_\_ Yes \_\_\_\_ No

Give details of felony: \_\_\_\_\_

**IV. OTHER INFORMATION**

In what area of real estate do you hope to specialize? \_\_\_\_\_

What REALTOR Designations do you currently hold? \_\_\_\_\_

Language(s) you are fluent in: \_\_\_\_\_

Highest level of education obtained:     High School or GED     Some College     Associate Degree  
 Bachelor Degree     Master Degree or higher     Certificate Program in \_\_\_\_\_  
 Other \_\_\_\_\_ College Major: \_\_\_\_\_

Local Emergency Contact Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Out of State Emergency Contact – In the event of a natural disaster (hurricane), please give the name and contact number of someone out of state who may know your whereabouts:

Name \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**IMPORTANT**

**NOTE: All Applicants are to read and acknowledge the following by signing below.**

**ARBITRATION AGREEMENT and ADHERENCE TO POLICIES:** As a condition of Membership in the Northshore Area Board of REALTORS®:

**A. I hereby agree** for myself and the firm for which I act, to binding arbitration of disputes as defined in and provided for in the *Code of Ethics and Arbitration Manual* of the National Association of REALTORS® and/or the Louisiana REALTORS® Association, in accordance with the rules and regulations, or any client covered by the Association rules and regulations.

**B. Refund Policy:** I understand that my annual dues, other registrations and all event tickets/fees are **nonrefundable**. Any NSF checks returned or credit card declines will be assessed a **\$25 charge, per attempt, to collect**. It is the agent's responsibility to pay any and all other additional processing fees that may need to be assessed when handling problem situations.

**C. Authorization to release and use information and waiver:** I am familiar with the Qualification and Election Provisions and the Bylaws of NABOR. I allow verifying information in this application, including contacting any Board/Association, the Louisiana Real Estate Commission, and any current or past broker or business associates. I further authorize any Board/Association in which I have been a member/subscriber to release all membership and disciplinary records to the Northshore Area Board of REALTORS®. I further authorize NABOR to use this information in determining future disciplinary sanctions. I waive any cause of action including, but not limited to, slander, libel or defamation of character, resulting from such verification, evaluation or other processing of this application or use of the information gathered by NABOR and its agents.

**D.** I agree that should I cease to be a REALTOR®, I will discontinue use of the term REALTOR® in all certificates, signs, seals or any other medium and I will notify NABOR in writing of my decision to terminate my membership by completing the appropriate *STATUS CHANGE FORM*.

**E.** I understand that Orientation and Code of Ethics training is a requirement for membership and that attendance during the full program is required before membership and services are granted.

**F.** I agree to settle all financial obligations in full that may be assessed involving my membership status. Failure to do so will result in your membership considered not in good standing.

**G.** By becoming and remaining a member, I agree to become familiar with and abide by the Bylaws, Code of Ethics and Arbitration Manual and any other rule as from time to time amended of the NATIONAL ASSOCIATION OF REALTORS®, The Louisiana REALTORS® Association and the Northshore Area Board of REALTORS®

**DESIGNATED REALTOR® LICENSEE RESPONSIBILITY**

It shall be the responsibility of the Designated REALTOR® (DR) to ensure that licensees and/or State Certified Appraisers newly affiliated with their firm meet all of the requirements for membership which include (1) notification to the Association; (2) completion of Application for Membership; (3) payment of appropriate dues and fees; (4) duplicate copy of real estate license, drivers license, letter of good standing, if applicable; and (5) attendance at Board Orientation or DR must

submit Non-member dues for such licensees. **All these requirements must be completed within thirty (30) days of date of application.** Should any new applicant not meet the necessary requirements within the allotted time, a \$100 processing fee may be applied, which will be retained by the Northshore Area Board of REALTORS®. The Designated REALTOR® will be advised and billed for this licensee as a non-member per the NABOR Bylaws. Applicants may not use the professional designation of REALTOR® until the Application is approved and all membership requirements are completed.

### **INCOME TAX DEDUCTABILITY NOTICE**

Contributions or gifts to the Northshore Area Board or REALTORS®, the Louisiana REALTORS® Association, the NATIONAL ASSOCIATION OF REALTORS®, NABOR-PAC and LARPAC are not deductible as charitable contributions for Federal Income Tax purposes. However, a portion of dues may be tax deductible as ordinary and necessary business expenses. REALTORS® may participate in the PAC by including a voluntary donation at the same time dues are paid. No contributor will be favored or disfavored by reasons of the amount of his/her contribution or decision not to contribute. Failure to contribute will not affect an individual membership status in NABOR. Applicants may not use the professional designation of REALTOR® until the application is approved and all membership requirements are completed.

### **COMMUNICATION:**

I authorize NABOR or other Divisions or Councils, which I may subscribe as a member to communicate information to me via Fax, Mail, and email at the addresses and phone number provided and any subsequent numbers, or addresses which applicant provides. **It is the agent's responsibility to provide NABOR immediate written notice of any changes in their broker office, home address, phone, fax and/or email so we can keep your information current and provide timely communication to you.**

**I hereby certify that the foregoing information furnished by me is true, complete and correct.** I understand 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 pledge myself to subscribe to the Code of Ethics and to be bound by its obligations, including the duty of Membership to submit all pertinent facts to the Grievance and Professional Standards Committees of this Association in any disciplinary or Arbitration proceeding and to abide by the decisions thereof. I further pledge to abide by the Constitution, Bylaws, Policy and Procedures, and Rules and Regulations of the Local Board, the State Association and the National Association of REALTORS®.

\_\_\_\_\_  
Name of Applicant (print)

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

\_\_\_\_\_  
Date

***THANK YOU FOR CONSIDERING THE NORTHSHORE AREA BOARD OF REALTORS !***

### **NOTE:**

**IF YOU ARE APPLYING FOR MEMBERSHIP AS A PRINCIPAL BROKER OR LA. CERTIFIED APPRAISER, YOU MUST ALSO COMPLETE THE FOLLOWING PAGE 5 OF THIS APPLICATION FORM.**

