



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

**NORTHSHORE AREA BOARD OF REALTORS®**

Chase Bank Center, 3500 Hwy 190, Suite 205, Mandeville, LA 70471 (985) 674-4233

Patricia L. Oman, M.Ed., Executive Director [patricia@nabors.org](mailto:patricia@nabors.org) [www.nabors.org](http://www.nabors.org)

**REVISED 1/2017**

**2017 NABOR MEMBERSHIP APPLICATION**

THANK YOU FOR YOUR INTEREST IN THE NORTHSHORE AREA BOARD OF REALTORS!

Agents are always welcome to personally visit the NABOR Office, but for the agent’s convenience, the application and orientation process has all been redesigned to be completed online. Visit [www.nabors.org](http://www.nabors.org)

Return this application or complete the online 2017 Membership Application (not the Affiliate App). Return with all scanned supporting documents, to the NABOR Office [patricia@nabors.org](mailto:patricia@nabors.org). Please return all scanned pages attached as one (1) document. **Do not send each page of the application as a separately scanned file.**

1. Complete all information, sign this Membership Application and email to [patricia@nabors.org](mailto:patricia@nabors.org) with;
  2. A copy of your LA Real Estate or Appraiser License that must accompany this application;
  3. Include a copy of current valid driver’s license.
4. After an agent returns #1 - 3 above, a new NRDS Number will be issued. Until then, just leave the NRDS line above blank. **If you have an old NRDS number from a former association or membership, provide that** in the NRDS # space at the top of this page. NRDS numbers are usually 9 digits. This is NOT your license or MLS number.
5. Allow 24 hours for your application to be processed into NAR. Easy instructions are then available on [www.nabors.org](http://www.nabors.org) on what to do next. Click **MEMBERSHIP.....ARE YOU A REALTOR?**
6. If you are a new agent, your online course **completion certificate of the NAR Code of Ethics will have to be submitted** after you are registered with NAR and complete the ethics course. An ethics course must also be taken again if any agent’s previous membership has lapsed more than one (1) year. Effective January 2017, NAR mandates that all REALTORS must take an ethics course once every two (2) years. This NAR Cycle will end December 31, 2018.
7. **Payment of all fees and dues can only be made online** through NAR [www.realtor.org](http://www.realtor.org) using either your VISA, MC or electronic check. No credit card charges or hardcopy checks can be processed in the NABOR Office. Dues are non-refundable. Political Action Contributions are voluntary. Easy instructions on how to pay online are available on [www.nabors.org](http://www.nabors.org), under **MEMBERSHIP.....DUES.**
8. **E-mail NABOR a copy of your NAR dues payment receipt.** Agents should also keep copies for their own records.
9. Application for MLS Service can only be made after agents complete all steps above. MLS application is available on [www.nabors.org](http://www.nabors.org) under **FORMS.....MLS APPLICATION.** MLS applications are sent directly to the GSREIN Office. NABOR Office will forward eligible *Letters of Good Standing* directly to the GSREIN.

**PLEASE PRINT AND ANSWER ALL QUESTIONS:**

Today’s Date: \_\_\_\_/\_\_\_\_/2017

NAME \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

(As it appears on your RE or Appraiser License)

City/State of Birth: \_\_\_\_\_

Name/s of any other family members active in the local real estate business? \_\_\_\_\_

**CLASSIFICATION:** \_\_\_Agent \_\_\_Broker \_\_\_ LA Appraiser Trainee \_\_\_LA State Certified Appraiser

Are you joining NABOR as your *primary* or *secondary* board? \_\_\_\_\_ **PRIMARY** \_\_\_\_\_ **SECONDARY**

Primary Board Affiliation at this time, *if not NABOR* \_\_\_\_\_

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

➡ Name of **Sponsoring Broker** (or Appraiser) and **Company** you are working under:

\_\_\_\_\_ *Broker Name*

\_\_\_\_\_ *Company 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 a MLS Participant.

**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 or written notice will be required along with payment of any dues or fees owed. Dues are nonrefundable.

**MEMBER RECORD INFORMATION – PLEASE PRINT CLEARLY**

**REAL ESTATE COMPANY NAME:** \_\_\_\_\_

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

Office Phone: \_\_\_\_\_ Office Fax: \_\_\_\_\_ Office Web: **www.**\_\_\_\_\_

**AGENT’S U.S. POSTAL MAILING ADDRESS** (*Your preferred personal address of record*)

\_\_\_\_\_ *Street Address* \_\_\_\_\_ *City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip*

**Agent’s CELL Phone:** \_\_\_\_\_

**Agent’s Preferred E-mail:** \_\_\_\_\_

*PLEASE PRINT THIS EMAIL ADDRESS VERY CLEARLY. ALWAYS ADVISE NABOR IF THIS ADDRESS EVER CHANGES.*

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

Name /Type of Business: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_

**What type of SOCIAL MEDIA do you most often use:** \_\_\_\_\_

**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, date of such action and detail the related circumstances:

\_\_\_\_\_

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

\_\_\_\_\_ Location: \_\_\_\_\_

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

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

\_\_\_\_\_

Have you ever been what NAR refers to as 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 related circumstances:

\_\_\_\_\_

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  Some College  Associate/Certificate Degree  
 Bachelor Degree  Master Degree or higher College Major: \_\_\_\_\_

Name of college graduated from or attended: \_\_\_\_\_

Local Emergency Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Emergency Contact – In the event of a natural disaster (hurricane), please give a contact who may know your whereabouts:

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

**What would you like your professional association to do for you that could help you better succeed in the real estate industry?** \_\_\_\_\_  
\_\_\_\_\_

**Would you be interested in serving on a committee or learning more about the local, state or national governance of your professional association/s?** \_\_\_\_\_

**What type of continuing education courses would you like NABOR to offer that would benefit agents?** \_\_\_\_\_  
\_\_\_\_\_

**IMPORTANT NOTE:**

**All Applicants are to read below and acknowledge by signing on the following page 6:**

**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. I understand the Greater Baton Rouge Association of Realtors hears grievance and professional standards cases for the Northshore Area Board of Realtors. Agents may be responsible for filing and/or additional fees.

**B. Refund Policy:** I understand that my annual dues, other registrations and all event tickets/fees, etc. are nonrefundable. I understand that PAC donations are voluntary. Any NSF checks returned or credit card charges declined will be assessed a \$25 fee and/or any additional bank charges, 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.

**E.** I understand that Orientation and Code of Ethics training, either done as live presentation or online format, is a requirement for membership that must be completed before an agent is considered in good standing.

**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 association membership considered not in good standing. MLS service may be denied and/or interrupted for all members not currently 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) completion of live presentation or online Orientation/Code of Ethics training or DR must submit Non-member dues for such licensees. The Designated REALTOR® will be advised and billed for this licensee as a non-member per the NABOR Bylaws. **All these requirements must be completed within thirty (30) days of date of this application or late fees may apply. Applications to GSREIN for MLS Service should be submitted immediately following completion of all NABOR membership requirements.** Should any new applicant not meet the necessary requirements within the allotted time, a processing and/or late fee may be applied, which will be retained by the Northshore Area Board of REALTORS®. **Applicants may not use the professional designation of REALTOR® until the Application is approved and all membership requirements are completed.**

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.

#### **COMMUNICATIONS:**

I authorize NABOR or other Divisions or Councils, which I may subscribe as a member to communicate information to me via phone, Fax, Mail, and/or email at the addresses and phone number provided. I also authorize NABOR to provide my contact information to NABOR Affiliate members in good standing for the purpose of informing members of their services. **It is the agent's responsibility to provide NABOR immediate written notice of any changes in their broker affiliation and/or personal contact information so your profile remains current and allows 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®.

\_\_\_\_\_  
PRINT Name of Applicant

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

\_\_\_\_\_  
Date

***THANK YOU FOR CONSIDERING THE NORTSHORE AREA BOARD OF REALTORS!  
YOUR MEMBERSHIP IS VALUED AND APPRECIATED.***

**SCAN AND RETURN THIS COMPLETED APPLICATION VIA EMAIL TO NABOR WITH A COPY OF YOUR REAL ESTATE AND DRIVER'S LICENSES.**

**NOTE:**

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

**IF NOT, YOU CAN OMIT THE FOLLOWING PAGE 7.**



# NORTHSHORE AREA BOARD OF REALTORS®

3500 Hwy. 190, Suite 205, Mandeville, LA 70471 Phone: 985-674-4233 FAX: 985-674-4465 [patricia@nabors.org](mailto:patricia@nabors.org) [www.nabors.org](http://www.nabors.org)

## 2017 NATIONAL, STATE AND LOCAL REALTOR® ASSOCIATION DUES SCHEDULE

ALL PAYMENTS ARE MADE ONLINE ONLY via [www.realtor.org](http://www.realtor.org)

**REALTOR MEMBERSHIP**—Currently licensed real estate agents must file an application in order to join a local board, pay all appropriate fees, and complete new member orientation/ Code of Ethics course, when applicable. Annual REALTOR Association (National, State and Local) Dues are \$475, pro-rated monthly. MLS services cannot be obtained until all requirements are met. Upon completion of all requirements, a new REALTOR® member is entitled to voting privileges in the Board and access to all of the association services. Dues and fees are non-refundable. NSF checks/denied credit cards are assessed \$25, per attempt, to collect. Late fees may be assessed, when applicable. **All dues/fee payments must be done online only via [www.realtor.org](http://www.realtor.org) through Visa/MC or electronic check.**

Each *new* **AGENT / APPRAISER TRAINEE** pays a one (1) time: \$75 NABOR (local) Application Fee, *PLUS* a \$50 LR (State) Application Fee.

Each *new* **DESIGNATED REALTOR / CERTIFIED APPRAISER** pays a one (1) time: \$250 NABOR (local) Application Fee, *PLUS* a \$50 LR (State) Application Fee.

PRO-RATED MONTHLY <i>By Issue Date on Real Estate License</i>	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
<b>NABOR Local Dues</b>	<b>\$140</b>	129	117	105	94	82	70	59	47	35	24	12
<b>LR-- State Dues</b>	<b>\$155</b>	142	129	116	103	90	77	64	51	38	25	12
<b>NAR-- National Dues</b>	<b>\$120</b>	110	100	90	80	70	60	50	40	30	20	10
<b>NAR—Media Assessment</b>	<b>\$ 35</b>	35	35	35	35	35	35	35	35	35	35	35
<b>LR – Special Assessment</b>	<b>\$ 25</b>	25	25	25	25	25	25	25	25	25	25	25
<b>+ <u>AGENT</u> / App. Trainee LR STATE Application Fee</b>	<b>\$ 50</b>	50	50	50	50	50	50	50	50	50	50	50
<b>+ <u>AGENT</u> or App. Trainee NABOR LOCAL Application Fee</b>	<b>\$ 75</b>	75	75	75	75	75	75	75	75	75	75	75
<b>▶ TOTAL DUE: <u>AGENT</u> or Appraiser Trainee</b>	<b>\$600</b>	<b>566</b>	<b>531</b>	<b>496</b>	<b>462</b>	<b>427</b>	<b>392</b>	<b>358</b>	<b>323</b>	<b>288</b>	<b>254</b>	<b>219</b>
<b>OR + <u>BROKER</u> New Member LR STATE Application Fee</b>	<b>\$ 50</b>	50	50	50	50	50	50	50	50	50	50	50
<b>OR + <u>BROKER</u>/Certified Appraiser NABOR LOCAL Application Fee</b>	<b>\$250</b>	250	250	250	250	250	250	250	250	250	250	250
<b>▶ TOTAL DUE: <u>BROKER</u> or Certified Appraiser</b>	<b>\$775</b>	<b>741</b>	<b>706</b>	<b>671</b>	<b>637</b>	<b>602</b>	<b>567</b>	<b>533</b>	<b>498</b>	<b>463</b>	<b>429</b>	<b>394</b>

Click your online invoice to "PAY NOW" to make a supporting contribution to the **POLITICAL ACTION COMMITTEES**.

- Ⓞ Voluntary Friends of Louisiana Contribution..... Agent: \$ 20      Broker: \$ 20
- Ⓞ Voluntary LARPAC Contribution..... Agent: \$ 35      Broker: \$ 125