

# Application for Membership New Braunfels/Canyon Lake Association of REALTORS®

## SECTION I

(Applicants for primary, secondary, Designated REALTOR® membership, or REALTOR® membership are required to complete section I. Applicants for REALTOR® membership who are principals, partners, corporate officers or branch office managers must also complete section II. All other applicants should proceed directly to section III. Applicants for MLS participation only should proceed to section VI).

### To: New Braunfels/Canyon Lake Association of REALTORS®

\_\_\_\_\_  
(Applicant's name)

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Home Fax No. \_\_\_\_\_

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

I hereby apply for REALTOR® (primary, secondary, or Designated) membership in the above named board/association, and enclose my check in the amount of \$\_\_\_\_\_, which I understand will be returned to me in the event I am not accepted to membership. In the event my application is approved, I agree as a condition to membership to complete the indoctrination course of the above named board/association, if any, and otherwise on my own initiative to thoroughly familiarize myself with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, including the duty to arbitrate business disputes in accordance with the *Code of Ethics and Arbitration Manual* of the board and the constitution, bylaws, and rules and regulations of the above named board, the state association and the National Association, and I further agree to complete satisfactorily a reasonable and nondiscriminatory written examination covering such Code, constitution, bylaws, rules and regulations, and duty to arbitrate. I further agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, constitution, bylaws, rules and regulations, and duty to arbitrate, all as from time to time amended. Finally, I consent and authorize the board, through its membership committee or otherwise, to invite and receive information and comment about me from any member or other person, and I agree that any information and comment furnished to the board by any member or other person in response to any such invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel, or defamation of character.

**NOTE:** Applicant acknowledges that the board/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 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®.

**NOTE:** Dues payments to the board/association are not tax deductible as charitable contributions. Portions of such payments may be tax deductible as ordinary and necessary business expenses.

I hereby submit the following information for your consideration:

Name as shown on license \_\_\_\_\_  
(Please print)

Name to appear on roster \_\_\_\_\_  
(Please Print)

Nickname \_\_\_\_\_

License number \_\_\_\_\_

License type: Broker Salesperson Appraiser Other -- please specify \_\_\_\_\_

Social Security Number \_\_\_\_\_

Tax ID number (if applicable) \_\_\_\_\_

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Name of firm \_\_\_\_\_

Office address \_\_\_\_\_

Office Phone \_\_\_\_\_

Office Fax \_\_\_\_\_

Sole Proprietor          DBA          Partnership          Corporation

Position with firm:          Principal          Partner          Corporate Officer          Branch Office Manager          Employee

Independent Contractor          Other (please explain): \_\_\_\_\_

I agree that, if accepted for membership in the board, I will pay the fees and dues as from time to time established.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

(Applicant's usual form of signature)

I agree as a condition of participation in the Central Texas MLS to abide by all relevant bylaws, rules and regulations and other obligations of participation, including payment of fees. I further agree to be bound by the Code of Ethics on the same terms and conditions as board/association members, as established in the *Code of Ethics and Arbitration Manual*, including the obligation to submit to ethics hearings and the duty to arbitrate contractual disputes with other REALTORS® in accordance with the established procedures of the board/association. I understand that a violation of the Code of Ethics may result in suspension or termination of MLS rights and privileges and that I may be assessed an administrative processing fee not to exceed \$500 which may be in addition to any discipline, including fines, that may be imposed.

\_\_\_\_\_  
(Signature of participant, user, or subscriber)

\_\_\_\_\_  
(Date)

**Note:** If the board/association intends to discipline MLS users and/or subscribers directly, each user and/or subscriber must sign this form in the space provided. Please refer to Parts 12 or 15, Section 7.1, of the *Handbook on Multiple Listing Policy*, for information on establishing authority to impose discipline on non-principal users and subscribers affiliated with MLS Participants.

I understand that providing my mailing address(es), email address(es), telephone number(s), and fax number(s), I consent to receive communications sent from New Braunfels/Canyon Lake Association of REALTORS®, Central Texas Multiple Listing Service, Texas Association of REALTORS® and National Association of REALTORS® via U.S. mail, email, telephone, or facsimile at those numbers/locations.

\_\_\_\_\_  
(Signature of participant, user, or subscriber)

\_\_\_\_\_  
(Date)

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## SECTION II

**This section must be completed by applicants for REALTOR® Membership, whether primary or secondary, who are principals, partners, corporate officers, or branch office managers (i.e. individuals in positions of management control on behalf of individuals who are not physically present and engaged in the real estate profession). All other applicants should proceed to SECTION III.**

State the names and titles of all other principals, partners, or corporate officers of your firm.

\_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Name) (Title)

\_\_\_\_\_  
(Name) (Title)

Is the office address specified in Section I your principal place of business? Yes No

List the names and addresses of all branch offices or other real estate firms in which you are a principal, partner, or corporate officer:

\_\_\_\_\_  
(Name) (address)

\_\_\_\_\_  
(Name) (address)

\_\_\_\_\_  
(Name) (address)

Are you currently a member of another board or association which is affiliated with the NATIONAL ASSOCIATION OF REALTORS® or have you held membership in another board or association within the past three (3) years? Yes No

If "yes," list each board and association where membership was held, type of membership held, and approximate dates of membership.

Have you participated in a multiple listing service which is owned and operated by a board or association affiliated with the NATIONAL ASSOCIATION OF REALTORS® within the past three (3) years? Yes No

If "yes," list the name of each MLS and the approximate dates of participation. \_\_\_\_\_

Business and credit references:

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

Bank references:

General Account: \_\_\_\_\_  
(Name of bank)  
Escrow Account: \_\_\_\_\_  
(Name of bank)  
Others: \_\_\_\_\_  
(Name of bank)

Are you or is any real estate firm in which you are a sole proprietor, general partner or corporate officer involved in any pending bankruptcy or insolvency proceeding or have you or any real estate firm in which you are a sole proprietor, general partner or corporate officer been adjudged bankrupt in the past three (3) years? Yes No

If yes, specify the places(s) and date(s) of such action, and detail the circumstances relating thereto: (attach separate sheet if necessary)

**NOTE:** Applicant acknowledges that if the applicant or any real estate firm in which the applicant is a sole proprietor, general partner, or corporate officer is involved in any pending bankruptcy or insolvency proceedings or has been adjudged bankrupt in the past three (3) years, the board/association may require, as a condition of membership, that the applicant pay cash in advance for board/association and MLS fees for up to one (1) year from the date that membership is approved or from the date that the applicant is discharged from bankruptcy (whichever is later) or, in the event that bankruptcy proceedings are initiated subsequent to obtaining membership in the board/association, that the member may be placed on a "cash basis" from the date that bankruptcy is initiated until one (1) year from the date that the member has been discharged from bankruptcy.

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

If yes, please specify name of state and license number: \_\_\_\_\_

Has your real estate license, in this or any other state, been suspended or revoked? Yes No

If yes, specify the place(s) and date(s) of such action, and detail the circumstances relating thereto: (Attach separate sheet if necessary)

Are there now any pending or unresolved complaints, or have there been within the past 3 years, any complaints against you or the firm with which you have been associated before any state real estate regulatory agency or any other agency of government? Yes No

If "yes", specify the substance of each complaint in each state, the agency before which complaint was made, and the current status or resolution of such complaint: (attach separate sheet if necessary)

Have you ever been convicted of a felony? Yes No

If so, give details including state and court of conviction: (attach separate sheet if necessary)

**PLEASE PROCEED TO SECTION IV**

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### SECTION III

**(Non-principal applicants for REALTOR® membership should omit parts A and B and complete part C; all other applicants must complete parts A & B)**

Name: \_\_\_\_\_  
(Enter your name on this line if you are required to complete parts A and B)

**Part A** (Please indicate the category of membership for which you are applying)

Institute Affiliate                  Affiliate                  Public Service                  Honorary                  Student

**Part B**

Business address: \_\_\_\_\_

Business phone: \_\_\_\_\_

Business fax: \_\_\_\_\_

**Part C**

Are you a member of an institute, society or council affiliated with the NATIONAL ASSOCIATION OF REALTORS®?                  Yes                  No

If yes, please indicate name of affiliated institute, society, or council:

\_\_\_\_\_

List below any professional designations you hold:

\_\_\_\_\_

**Note:** An applicant for Institute Affiliate Membership shall supply to the Membership committee evidence that applicant holds a professional designation awarded by a qualified institute, society or council affiliated with the NATIONAL ASSOCIATION OF REALTORS® that addresses a specialty area other than residential brokerage or who otherwise holds a class of membership in such institute, society or council that confers the right to vote or hold office and shall agree, if elected to membership, to abide by the constitution, bylaws and rules and regulations of the local board, the state association, and the National Association.

Are you currently a member of another board or association which is affiliated with the NATIONAL ASSOCIATION OF REALTORS® or have you held membership in another board or association within the past three (3) years?                  Yes                  No

If "yes," list each board and association where membership was held, type of membership held, and approximate dates of membership.

Have you been a user or subscriber in a multiple listing service which is owned and operated by a board or association affiliated with the NATIONAL ASSOCIATION OF REALTORS® within the past three (3) years?                  Yes                  No

If "yes," list the name of each MLS and the approximate dates of participation \_\_\_\_\_

### SECTION IV (All applicants must sign)

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, may be grounds for revocation of my membership, if granted.

Signature \_\_\_\_\_ (Applicant) \_\_\_\_\_ (date)

## SECTION V

Information supplied under section V is not required. However, it will assist the board/association in establishing historical data regarding its members. Information furnished under Section V will not be used in evaluating an applicant's qualifications for membership.

Place of birth: \_\_\_\_\_  
(city or county) (state)

Date of birth: \_\_\_\_\_  
(mm/dd/yy)

First entered the real estate business on \_\_\_\_\_, at \_\_\_\_\_  
(date) (city) (state)

Have you been engaged continuously in the business since then? Yes No

If not, during what years were you in the business?

How many years have you been active in the real estate profession?

Salesperson Broker Other

In what phase of real estate do you specialize?

In what other business have been engaged?

\_\_\_\_\_ from 19\_\_ to \_\_\_\_, at \_\_\_\_\_ (city)

\_\_\_\_\_ from 19\_\_ to \_\_\_\_, at \_\_\_\_\_

\_\_\_\_\_ from 19\_\_ to \_\_\_\_, at \_\_\_\_\_

First licensed in this state on \_\_\_\_\_ (year), and continuously licensed since \_\_\_\_\_ (year).

Established in present location on \_\_\_\_\_ (year).

Last previous location: \_\_\_\_\_

Resident here since \_\_\_\_\_ (year).

Previous residence: \_\_\_\_\_  
(City or county and state)

List the names of board committees on which you would be interested in serving (e.g., MLS/Technology, membership, orientation, public relations, legislative action, fairhousing/equal opportunity, habitat for humanity, social, education, TREPAC, professional standards, finance, etc.):

Are you now employed by or engaged in any other business or profession? Yes No

\_\_\_\_\_  
(position and location)

Are you now a member of, or have you ever held membership in a real estate board not affiliated with the NATIONAL ASSOCIATION OF REALTORS®? Yes No

If "yes", list the names of each other such board, the type of membership held, and dates establishing the time period during which membership has been held:

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

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Date)

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