



**OFFICE APPLICATION FOR PARTICIPATION**

*To be filled out by Designated REALTOR® only - Also used for name change and license number change.*

OFFICE LICENSE NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

OFFICE NRDS NUMBER: \_\_\_\_\_

OFFICE NAME: \_\_\_\_\_

OFFICE ADDRESS: \_\_\_\_\_  
STREET CITY ZIP

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

DESIGNATED REALTOR® LICENSE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

DESIGNATED REALTOR® NRDS #: \_\_\_\_\_

DESIGNATED REALTOR® NAME: \_\_\_\_\_

PRIMARY BOARD/ASSOCIATION: \_\_\_\_\_

PARTICIPATION TO REALCOMP THROUGH: \_\_\_\_\_ DEARBORN \_\_\_\_\_ DETROIT \_\_\_\_\_ ETAR \_\_\_\_\_ GPBR  
\_\_\_\_\_ LIVINGSTON \_\_\_\_\_ LUTAR \_\_\_\_\_ NOCBOR

**INTERNET AUTHORIZATION:**

The default for this service is set to “yes,” include my office listings with addresses. You, as the Designated REALTOR®, can modify this by logging into the Realcomp corporate website and choosing: Links > DR/Broker Links > Listing Distribution.

**MULTIPLE LISTING SERVICE AGREEMENT:**

**The parties acknowledge that the Designated REALTOR® has all ownership rights in the data they provide to the MLS for distribution. Designated REALTOR® agrees:**

- Realcomp is authorized to assemble the compilation and to market, distribute and otherwise promote the sales of the properties represented by the servicing agent to other Participants and their licensees;
- Designated REALTOR® agrees to abide by the Bylaws, Policies, Rules & Regulations and all official guidelines of the Realcomp II Ltd. Multiple Listing Service;
- Designated REALTOR® is responsible for submitting the property information to Realcomp and updating same in accordance with Realcomp’s approved Rules & Regulations;
- Designated REALTOR® may terminate participation by notifying Realcomp pursuant to its policies and procedures.



**Realcomp acknowledges that:**

- Designated REALTOR® may request, and Realcomp will provide, a copy of all said Designated REALTOR’S® information included in Realcomp in a format to be specified by Designated REALTOR®;
- Each distribution of data outside of the MLS requires permission of the Listing Designated REALTOR®;
- Realcomp is responsible for maintaining the U.S. Copyright of the compilation on behalf of its Shareholders and to enforce said copyright to protect the compilation from being distributed or published in any way by any third party not specifically authorized by Designated REALTOR® to use same.

**I agree to notify the participating Shareholder Board/Association of all licensees affiliated with my firm now and in the future and will request that they participate in and complete the MLS Orientation class if they are subscribing to Realcomp.**

**I hereby certify that the following roster is a complete and current listing of all licensed individuals affiliated with my firm in which I am a Principal, Partner or Corporate Officer.**

**I, as Designated REALTOR®, hereby understand and agree that I am responsible for all information submitted by the undersigned or licensed individuals affiliated with my firm and further agree to hold Realcomp II Ltd. harmless against any liability, loss or damage arising from any inaccuracy or inadequacy of, or any allegations of intellectual property infringement related to, any information, data or media provided to Realcomp II Ltd. by the undersigned, my firm or licensed individuals affiliated with my firm.**

SIGNED: \_\_\_\_\_  
Designated REALTOR®

**REALCOMP QUARTERLY FEES (subject to change)**

**PER QUARTER**

Office Fee	\$75.00
User Fee	\$126.00 per subscribing licensee

SIGNED: \_\_\_\_\_  
Designated REALTOR®

Use the following page to list active licensees under your office.

- All active licensees under your office must be listed, whether participating with Realcomp or another MLS.
- Licensees must participate with *at least one* MLS, however, they may participate with multiple MLSs as long as the Designated REALTOR® is a participant with that MLS as well.



**AGENT ROSTER INFORMATION**

ALL INFORMATION IS REQUIRED

**\*\*\* If no MLS selected the participating MLS will default to Realcomp \*\*\***

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NAME	LICENSE #	NRDS #
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HOME ADDRESS - <b>FOR CREDIT CARD VERIFICATION</b>	CITY	ZIP
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EMAIL ADDRESS	CELL PHONE #
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REALCOMP PARTICIPANT? YES / NO PRIMARY BOARD: \_\_\_\_\_ IF NO, PARTICIPATING MLS \_\_\_\_\_

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NAME	LICENSE #	NRDS #
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