

MEMO

To: REALTOR® Applicants
From: Heather Verran, Membership Services Director

Thank you for your interest in REALTOR® Membership with the Jackson Area Association of REALTORS® (JAAR). An Application and Orientation Enrollment Form are attached along with information about Membership Fees. This checklist will assist you with the membership process. Please review and contact Membership at heather@jacksonmihomes.com or 517-787-6175 ext. 4 if you have any questions.

- ✓ The amount of payment can be determined from the REALTOR® Dues and MLS Fees Schedules. This payment will include your membership dues for JAAR, the Michigan REALTORS®, the National Association of REALTORS® and the Jackson Multiple Listing Service Fees.
- ✓ Options for paying JAAR Dues and MLS Fees are available. Contact the Association office if payment options are needed.
- ✓ Read the Member Orientation Enrollment Form carefully before you and your Designated REALTOR® (broker) sign it. Please enter the dates of the Orientation you plan to attend.
- ✓ Application for REALTOR® Membership to JAAR should be submitted to our office within 30 days from the date of license issuance to avoid additional fees. You may apply prior to receiving a license, with payment of the application fee.
- ✓ You may obtain your license issue date at <https://www.dleg.state.mi.us/colalieverify/>, by phone by calling the State of Michigan Real Estate Licensing Division (517-241-9263) or contact Heather at the Association office.
- ✓ You must be a member of JAAR to obtain a lockbox entry card. Call our office to make an appointment and get the costs for entry card deposits and fees.

Upon receipt of your Application and payment, you will be enrolled in New Member Orientation.

WELCOME!

Jackson Area Association of REALTORS®
3465 Ann Arbor Rd., Suite A, Jackson, MI 49202
Phone: 517-787-6175 Fax: 517-787-2223



Jackson Area Association of REALTORS® REALTOR® Member Benefits

The term REALTOR® is a registered collective membership mark that identifies a real estate professional who is a member of the National Association of REALTORS® and subscribes to its strict Code of Ethics. As a member of the Jackson Area Association of REALTORS®, you join a close-knit community of real estate professionals who work actively to promote the Jackson Community and protect the rights of property owners.

JAAR Member Benefits Include:

- **Membership to Michigan REALTORS® (MR) and the National Association of REALTORS® (NAR)**
- **Use of the REALTOR® trademark on business cards, promotional materials, etc.**
- **Continuing Education Opportunities for License Renewal**
- **Extensive Networking Opportunities to Enhance Your Business**
- **MLS Integrated Standard Forms Library using ZipLogix and Dotloop**
- **Community Involvement Activities**
- **Leadership Opportunities**
- **Professional Development Opportunities**
- **Access to Important Industry News**
- **Enhanced Member & Public Website**
- **Exclusive Public Records Access**
- **YPN Membership Opportunity and Activities**
- **Jackson Multiple Listing Service Access including FREE MLS services such as Could CMA, RPR, Showingtime, Market Stats and Homesnap**
- **CBOR/CPIX Commercial Listing Alliance**
- **Trusted Automatic Listing Syndication to Hundreds of Websites using ListHub**
- **State of the Art Electronic Lockbox System for Seller Security**
- **Great Lakes Repository Single Sign-on Access (Ann Arbor, Downriver, Hillsdale, Jackson, Lenawee, Monroe, MiRealSource, Realcomp, Shiawassee and Saginaw)**
- **Opportunity for YPN Membership**
- **FOREWARN Security App**
- **FREE IDX Websites using Placester**
- **Weekly Featured Properties Promotion**
- **HomeSnap/Facebook Marketplace Rental Listing Showcase**
- **Insurance Discounts**
- **Group Email Service**
- **Discounted Room Rental**

Additional Member Benefit Resources:

- **Michigan REALTORS® Benefits – www.MIRealtors.com**
 - **National Association of REALTORS® Benefits – www.NAR.realtor**
-

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www.JacksonMIHomes.com



JACKSON AREA ASSOCIATION OF REALTORS®

www.JacksonMIHomes.com

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Appendix B

Application for REALTOR® Membership

To the Jackson Area Association of REALTORS®, I hereby apply for REALTOR® Membership in the above named Board and am enclosing my check in the amount of \$_____ for a one time application fee and \$_____ *for my Dues payable to the Jackson Area Association of REALTORS®. My application fee and dues will be returned to me in the event of non-election. In the even of my election, I agree to abide by the Code of Ethics of the National Association of REALTORS®, which includes the duty to arbitrate, and the Constitution, Bylaws and Rules and Regulations of the above named board, the State Association and the National Association, and if required, I further agree to satisfactorily complete a reasonable and non-discriminatory written examination on such Code, Constitutions, Bylaws and Rules and Regulations. I understand membership brings certain privileges and obligations that require compliance. Membership is final only upon approval by the Board of Directors and may be revoked should completion requirements, such as orientation, not be completed within timeframe established in the association’s bylaws. I understand that I will be required to complete periodic Code of Ethics training as specified in the association’s bylaws as continued condition of membership.

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®.

*Amount shown is prorated according to the month the license was issued. I hereby submit the following information for your consideration:

Name: _____ Real Estate License #: _____

Licensed/certified appraiser: [] Yes [] No Appraiser License #: _____

Office Name: _____

Office Address: _____

Office Phone: _____ Agent E-Mail: _____

Residence Address: _____ City: _____ Zip: _____

Residence Phone: _____ Cell Phone: _____

Preferred Mailing: [] Home [] Office Preferred Phone: [] Home [] Office [] Cell

May the Association, as well as the State and National Associations,

communicate with you via text message? Yes _____ No _____

Are you presently a member of any other Association of REALTORS®? _____

If yes, name of Association and type of membership held: _____

Have you previously held membership in any other Association of REALTORS®? _____

If yes, name of Association and type of membership held: _____

Have you been found in violation of the Code of Ethics or other membership duties in any Association of REALTORS® in the past three (3) years or are there any such complaints pending? _____ (If yes, provide details as an attachment.)

If you are now or have ever been a REALTOR®, indicate you NAR membership (NRDS) #: _____ and last date (year) of completion of NAR’s Code of Ethics training requirement: _____

Are you a principal, partner, corporate officer or branch office manager? _____ If yes, you must also complete information on the 2nd page of this application.

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, shall be grounds for revocation of my membership if granted. I further agree that, if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the Jackson Area Association of

REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

By signing below I consent that the REALTOR® Associations (local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Association(s) in the future. This consent recognizes that certain state and federal laws may place limits on communications that I am waiving to receive all communications as part of my membership.

Dated: _____ Signature: _____

Speciality: [] Residential [] Commercial [] International [] Other: _____

Previous real estate firm (if applicable): _____

Number of years engaged in the real estate business: _____

(Optional Information): Date of Birth: _____

APPLICATION FOR REALTOR® MEMBERSHIP: FOR DESIGNATED BROKERS/BRANCH MANAGERS

Company information: ___Sole Proprietor ___Partnership ___Corporation ___LLC (Limited Liability Company)

Your position: ___Principal ___Partner ___Corporate Officer ___Branch Office Manager

Names of other Partners/Officers of your firm: _____

Have you ever been refused membership in any other Association of REALTORS®? _____

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

Is the Office Address, as stated, your principal place of business? _____

If not, or if you have any branch offices, please indicate and give address: _____

Do you hold, or have you ever held, a real estate license in any other state? _____

If so, where: _____

Have you or your firm been found in violation of state real estate licensing regulations within the last three years? _____

If yes, provide details: _____

Have you or your firm been convicted, adjudged, or otherwise recorded as guilty by a final judgment of any court of competent jurisdiction of a felony or other crime. If yes, provide details: _____

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, shall be grounds for revocation of my membership if granted. I further agree that, if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the Jackson Area Association of REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

By signing below I consent that the REALTOR® Associations (local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Association(s) in the future. This consent recognizes that certain state and federal laws may place limits on communications that I am waiving to receive all communications as part of my membership.

Dated: _____ Signature: _____

2021/2022 JAAR & JMLS REALTOR® Fees

JAAR/JMLS Membership:

Association dues are billed on an annual basis. Invoices are emailed June 1st each year and are due by July 1st. This invoice includes: Local (JAAR) dues, MLS fees, State (MR) dues, National (NAR) dues, and voluntary RPAC contribution.

A new member is invoiced prorated dues based on the date of licensure with a member office.

Date of Licensure: _____

Application Fee: \$400 _____

The \$400 application fee is due at time of licensure with a member office.

Pro-rated Dues: \$ _____

I realize that by signing this form, I have read and understand the above membership fees. I also realize that if dues and/or fees are not paid by the due date I am subject to a 10% late fee and membership suspension.

Applicant Signature _____ Date _____



Jackson Area Association of REALTORS® New Member Orientation Enrollment Form

The 2-day New Member Orientation Class is held at the Association office. The dates for 2022 are:

March 8 & 9

June 14 & 15

September 13 & 14

November 8 & 9

To enroll for Orientation, please complete this form along with the REALTOR® Membership application and return them to the Association with your fees payment. It is recommended that you attend the first available Orientation class following your date of application in order to be assured of fulfilling the Orientation REQUIREMENT. Orientation begins at 9:00 a.m. with registration and continental breakfast beginning at 8:30 a.m. each day. Please submit your application and payment at least 2 business days prior to Orientation. If you have registered and can not attend, please call the JAAR office at 517-787-6175 as soon as possible.

NOTE: THIS 2-DAY CLASS MUST BE COMPLETED IN THE FIRST OR SECOND OPPORTUNITY FROM YOUR APPLICATION DATE. If the course is not completed within that time, you will need to pay a \$50 late fee. If the class is not completed by the third opportunity, you must reapply and pay another application fee.

Please complete this form below to signify that you and your Designated REALTOR® have read and agree to comply.

Name: _____ License #: _____

Firm Name: _____

I will attend New Member Orientation on _____
(choose from dates listed above)

I realize that by signing this form, I have read and understand the above paragraph which states that if I do not complete New Member Orientation within the next two opportunities, I will pay an additional \$50 late fee. I also understand that if I do not complete New Member Orientation by the third opportunity, I will have to reapply for Membership and pay another application fee.

Applicant Signature _____ Date _____

Designated REALTOR® (Broker) Signature _____ Date _____

Suggestions for New Member Orientation

1. Please avoid scheduling any personal/professional appointments on these two days, as that may put you in jeopardy of not completing the Class within the requirement.
2. Please dress comfortably and in layers so that you can control your temperature comfort level.
3. Please put the Orientation dates on your calendar and keep a copy of this form for your reference.
4. Plenty of parking is available behind the JAAR office (on the blacktop).