

**FOR ASSOCIATION USE ONLY:**

Date Application Received: \_\_\_\_\_ Form: \_\_\_\_\_  
Application Fee: \$115.00 \_\_\_\_\_ Orientation Course: \_\_\_\_\_  
Local Dues Received: \_\_\_\_\_ Contract Course: \_\_\_\_\_  
C.A.R. Dues Received : \_\_\_\_\_ Code of Ethics Course: \_\_\_\_\_  
N.A.R Dues Received : \_\_\_\_\_ Fair Housing Course: \_\_\_\_\_  
Total Amount Received : \$ \_\_\_\_\_ Inducted as REALTOR® Member: \_\_\_\_\_  
Agent No: \_\_\_\_\_ Supra: \_\_\_\_\_ Address Bk: \_\_\_\_\_  
NRDS No: \_\_\_\_\_ Published: \_\_\_\_\_

**GRAND JUNCTION AREA REALTORS® , INC.  
APPLICATION FOR REALTOR® MEMBERSHIP**

Date: \_\_\_\_\_ Name: \_\_\_\_\_  
Phone: (\_\_\_\_\_) \_\_\_\_\_

I, the undersigned, hereby apply for membership as:

- Designated REALTOR® (sole proprietor, partner, corporate office of real estate or appraisal firm)
- REALTOR® (licensed broker associate or licensed appraiser)
- Secondary REALTOR® (primary membership with another Board/Association)

In the Grand Junction Area REALTORS®, Inc. (GJARA) and enclose my payment in the amount of \$ \_\_\_\_\_, which I understand will be returned to me in the event I am not accepted into membership. In the event my application is approved, I agree as a condition of membership to complete the indoctrination course of the GJARA and 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 Arbitration Manual* of the association and the Constitution, Bylaws, and Rules and Regulations of the above named association, 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 be evidence of 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 association, through it's 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 association 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 or slander, libel, or defamation of character.

**NOTE:** Applicant acknowledges that the association will maintain a membership file of information, which may be shared with other board/associations where applicant subsequently seeks membership. This file shall include: previous applications for membership; all final findings of Code of Ethics violations or 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.

Mail Delivered: Home \_\_\_\_\_ Office \_\_\_\_\_

License Issue Date: \_\_\_\_\_

Broker Approval: \_\_\_\_\_

*Incomplete applications are subject to rejection*

**NOTE:** Applicant acknowledges that if accepted as a member he/she subsequently resigns from the association or otherwise causes members 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 pending ethics proceedings 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®.

I hereby submit the following information for your consideration:

Name as shown on license: \_\_\_\_\_ ( Mr. / Mrs. / Ms. )

License #: \_\_\_\_\_ License Type: \_\_\_\_\_ Employing Broker \_\_\_\_\_ Broker Associate  
Independent Broker \_\_\_\_\_ Appraiser: \_\_\_\_\_

Is this license presently in good standing with the State of Colorado?: Yes \_\_\_\_\_ No \_\_\_\_\_

Nickname: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Firm Address: \_\_\_\_\_

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

Date of Birth: \_\_\_\_\_ E-Mail Address \_\_\_\_\_

National REALTOR® Database System (NRDS) Identification Number: \_\_\_\_\_

Are you currently a member of another board/association which is affiliated with the NATIONAL ASSOCIATION OF REALTORS® or have you held a membership in another board/association within the past three (3) years? Yes \_\_\_\_\_ No \_\_\_\_\_ If "Yes", name of Board/Association \_\_\_\_\_

Have you paid REALTOR® dues to another Board/Association of REALTORS® during this year? Yes \_\_\_\_\_ No \_\_\_\_\_  
If "Yes", name of Board/Association: \_\_\_\_\_

Are you threatened with or named in any disciplinary action in another Board/Association of REALTORS®  
Yes \_\_\_\_\_ No \_\_\_\_\_ Explain: \_\_\_\_\_

**APPLICANTS FOR DESIGNATED REALTOR® ONLY:**

My position with the firm noted herein is: Principal \_\_\_\_\_ Employee \_\_\_\_\_ Corporate Officer \_\_\_\_\_

Independent Contractor \_\_\_\_\_ Trustee \_\_\_\_\_

If other than above, please explain: \_\_\_\_\_

Name and titles of other Principal, Partners, Corporate Officers, or Trustees of this firm: \_\_\_\_\_

*Incomplete applications are subject to rejection*

I understand and agree that as Designated REALTOR® of the above named real estate office or appraisal office named herein, I am fully responsible for all dues and fees for services that I request and receive prior to completing the Association's required membership application process. I also understand and agree that if accepted for membership, I will pay all dues and fees as are from time to time established, and that the total amount of dues of which I will be personally and individually liable and responsible, as Designated REALTOR® of the firm or office named herein, shall be in such amount as established annually by the Board of Directors for myself, plus an additional amount for each real licensee or licensed appraiser employed by or otherwise affiliated with my firm or office who are not themselves REALTOR® members of the Association. I further understand that if I apply for participation in the Multiple Listing Service that I, as designated Realtor am responsible for all dues, charges, and fees for the MLS Service.

**FOR ALL APPLICANTS:** 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 facts, shall be grounds for revocation of my membership if granted. I agree that, if accepted for Membership in the Grand Junction Area REALTOR® Association, I shall make timely payments of all charges, fees, and dues as from time to time established. I also further agree to promptly report to the Association any changes in the information submitted in conjunction with this application, which may occur subsequent to its submission.

<b>Applicant Signature:</b> _____	<b>Date:</b> _____
<b>Broker Signature:</b> _____	<b>Date:</b> _____

*Payments to the Grand Junction Area REALTOR® Association are not deductible as charitable contributions for federal income tax purposes; however, they may be deductible under other provisions of the Internal Revenue code.*

### MLS PARTICIPATION AGREEMENT

(For MLS access by REALTORS® (Principal) or a firm comprised of REALTORS® (principals) who are not members of the association).

Name: \_\_\_\_\_

Office Address: \_\_\_\_\_

Primary Association of REALTORS® \_\_\_\_\_

I agree as a condition of participation in the 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 association members 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 association. I understand that a violation of the Code of Ethics may result in termination of any MLS privileges, which may be in addition to any discipline, and fees that may be imposed.

Applicant Signature: \_\_\_\_\_

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

*Incomplete applications are subject to rejection*

***Application Checklist:***

- Applicant Signature on Application (3 places)
- Broker Signature on Application (2 places)
- Applicant Signature on Membership Guidelines
- Broker Signature on Membership Guidelines
- Payment Enclosed

I have enclosed a check made payable to the Grand Junction Area REALTOR® Association

Please charge payment to : Visa \_\_\_\_\_ Master Card \_\_\_\_\_ American Express \_\_\_\_\_ Discover \_\_\_\_\_  
Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**For Association Use Only: Notes:**

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**GRAND JUNCTION AREA REALTOR® ASSOCIATION  
(GJARA)**

**Membership Guidelines**

- I. APPLICATION FOR MEMBERSHIP**
  - A. Broker Member/Licensed Appraisers
  - B. Broker Associate Member
  - C. Affiliate Member
  - D. Licensed Personal Assistant/Secretary
- II. APPLICATION REQUIREMENTS**
- III. APPROVAL OF APPLICATION BY THE BOARD OF DIRECTORS**
- IV. FEES**
- V. INDUCTION**
- VI. BENEFITS OF MEMBERSHIP**
- VII. OBLIGATIONS OF MEMBERSHIP**
- VIII. OBJECTIVES OF MEMBERSHIP**
- IX. CONFIRMATION**

## **I. APPLICATION FOR MEMBERSHIP**

Applications for membership are available from the Association office.

Upon receipt of signed application, fees, dues, an applicant will be extended probationary membership for three months pending completion of the membership requirements. Failure to attend required Orientation, Ethics, Contracts, Fair Housing, and Induction will result in applicants having their membership privileges withdrawn until completion of said requirements have been accomplished according to these guidelines.

### **A. Broker Members/Licensed Appraisers**

For the protection of the high standards of professionalism, new Broker and Licensed Appraiser members shall be required to submit application, pay all fees, attend required classes and be installed as a member prior to recognition as a member office.

The Principal Brokers, Member Brokers, and Licensed Appraisers' dues shall be prorated from pocket card date, and Principal Brokers/Licensed Appraisers' will be responsible for all non-member licensees hanging in their office.

All persons share equitable in the benefits provided by the Association through the Brokers membership, therefore, the Principal Broker/Licensed Appraiser shall be assessed until such time that the Broker member/licensed appraiser has made application, paid all fees, completed Ethics, Contracts, Fair Housing, Orientation, and any other prerequisites, as occasionally deemed necessary by the Member Services Committee and the Board of Directors, and has been formally inducted into membership.

### **B. Broker Associate Member**

A Broker Associate member shall be one who is licensed under a Principal Broker. Upon acceptance for membership, the Broker Associate's dues shall be prorated also according to their pocket card.

### **C. Affiliate Members**

Application requirements shall be as stated in the Bylaws. The Affiliate Members are not required to attend the Ethics Class or the Orientation class to be formally approved as members. They will be introduced at a REALTOR® luncheon meeting and will be required to abide by the highest standards of professionalism.

### **D. Licensed Personal Assistants/Secretaries**

Any secretary or personal assistant who is licensed by the state as a real estate agent, and who receives a commission or other compensation for sales, shall be treated as a Broker Associate. They will be billed the monthly agent fee as each REALTOR® Member of the Association is.

## **II. ACCEPTABLE APPLICATION REQUIREMENTS**

### **A. Application Forms**

Application forms must be fully completed and signed by the applicant, reviewed, and signed by the Broker, and submitted to the Association office with proper application fees. Applicants will be notified of the next available Orientation Class, 4-hour Contracts Class, 4-hour Ethics and Professional Standards Class, and 2-hour Fair Housing Class which is a membership requirement

before induction. Applicants unable to attend shall submit a written explanation to the Association office and will be given an opportunity to attend the next scheduled classes. Failure to attend within the first two offerings of the classes will result in the application being withdrawn and the applicant shall be required to re-apply and to pay a reinstatement fee of \$25.00.

#### **B. Publication of Applicants**

Names of applicants for membership will be approved by the Board of Director's at their monthly meetings. Any objection to their membership must be in writing and be submitted to the attention of the President of the Association for review prior to the Board of Director's decision and recommendation for approval.

### **III. APPROVAL OF APPLICATION BY THE BOARD OF DIRECTORS**

Upon completion of the application and required education (subject to change from time to time by the Board of Directors), applications shall be submitted to the Association for review, resulting in acceptance or rejection. Upon completion of membership requirements, the candidates will be notified by the Association of the time and place for induction.

### **IV. FEES**

#### **A. Annual Dues**

The annual dues for REALTOR® members and Licensed Appraisers are set by the Board of Directors annually.

The dues will be prorated monthly, and **fees are figured according to the date the license was issued by the Colorado Real Estate Commission.**

For purpose of figuring the amount, a full month's dues will be paid through the 21st of each month and any date from the 22nd through end of the month will be figured from the first of the next month.

#### **B. Application Fee**

The application fee set by the Board of Directors is \$115.00 one-time fee for an agent and \$500.00 one-time fee for new office brokers, licensed appraisers.

#### **C. Reinstatement of Previous Members**

Previous members who wish to reinstate their membership shall submit a Membership Change Form and a \$25.00 reinstatement fee.

If the member has not previously attended the currently required classes, they shall have three months, in which to do so or their provisional membership shall be revoked. The re-instating members will be responsible for all fees for the necessary classes that need to be taken.

#### **D. MLS Fees**

The MLS fees are billed quarterly and set by the Board of Directors. Fees are calculated for REALTOR® members, Licensed Appraisers, and personal assistants.

#### **E. Duplicate Listings and Canceled Listings**

Duplicate listings (e.g., same property, same address, same tax schedule number, etc.). A listing may be entered into the system only in two (2) different property classes and not be charged.

Listings that have been canceled and re-entered into the system, within a 30-day period, according to the listing date, by the same listing agent and listing office, will be charged a fine of \$250.00. NOTE: Expired listings and temporarily off market listings are different than canceled listings.

#### **V. INDUCTION**

Applicants who have completed the previous steps will be invited to attend the induction ceremony at the Association's quarterly luncheon, where they will be formally inducted into the Grand Junction Area REALTOR® Association.

Failure to be inducted into membership by the second request shall result in an automatic fine of \$25.00 and failure to comply notice attached to the application.

At this point, a written request for extension and the payment will be required to extend the induction, subject to review and approval by the board of directors. Should an extension request not be received or received but denied by the member services committee re-application with all necessary fees shall be required.

#### **VI. BENEFITS OF MEMBERSHIP**

You will share the opportunities and challenges of organized real estate as a full-fledged participating member, dedicated to professionalism in all your practices.

Upon your designation as a REALTOR®, you will be fully entitled to all rights, benefits, privileges, and services of the Grand Junction Area REALTOR® Association, the Colorado Association of REALTORS®, and the National Association of REALTORS®.

#### **VII. OBLIGATIONS OF MEMBERSHIP**

**To accept and abide** by all requirements of the Constitution, Bylaws, MLS Rules, and Regulations of the Grand Junction Area REALTOR® Association, the Colorado Association of REALTORS®, and the National Association of REALTORS®.

**To fully accept** as a personal charge, the Code of Ethics of the National Association of REALTORS® to conduct your practice of real estate in full accordance with its tenets.

**The Obligations of the Principal Broker/Licensed Appraiser in Payment of Agent Fees, Dues, and Assessments.** When a current member becomes a principal broker/ licensed appraiser, and opens his/her own office, or a non-member makes application for M.L.S./Association Membership, or a REALTOR Principal Broker/ Licensed Appraiser from another Board/Association makes application for M.L.S submit a letter, signed by the broker or licensed appraiser saying that he/she is responsible for all M.L.S. fees, dues, and assessments owed to the Grand Junction Area REALTOR® Association. If the principal broker/licensed appraiser



should drop from the Association, he/she is responsible for all remaining balances owed to the Association. The principal broker/licensed appraiser will also be liable for all attorney and court costs incurred if any collection of unpaid balance is pursued.

The Principal Broker and Licensed Appraiser appreciate the meaning and connotation of the term REALTOR®, and to insure proper use of the term within the jurisdiction of the Grand Junction Area REALTOR® Association.

To pay your dues promptly, to attend required classes, and to do your part when called upon.

**VIII. OBJECTIVES OF MEMBERSHIP**

- A. To encourage and foster high ethical standards in our profession of real estate practice.
- B. To take an active interest in the present and future welfare of our community.
- C. To uphold and develop faithful services as the basis of worthy enterprise.
- D. To promote legislation beneficial to personal and private ownership of real property and to oppose legislation harmful thereto.

**IX. CONFIRMATION**

It is assumed that in asking for membership, you are in entire sympathy with the ideals and principles of the Grand Junction Area REALTOR® Association, the Colorado Association of REALTORS®, and the National Association of REALTORS®, and will conduct yourself in business accordingly.

Detach and return with your application form:

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**ACKNOWLEDGMENT:**

I, \_\_\_\_\_, the undersigned, do hereby acknowledge and accept the membership requirements of membership, fees, obligations of fees, benefits, and objectives, and agree to abide by them so long as I am a member applicant or member of the Grand Junction Area REALTOR® Association.

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**Broker/Broker Associate Signature/  
Licensed Appraiser**

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**Typed Name**

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**Date**

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**Broker Signature/Licensed Appraiser**