



Mid Georgia MLS

APPLICATION FOR BROKER/OFFICE MEMBERSHIP

TO: Mid GA MLS

I/We, _____ hereby apply for membership in Bibb Multi-List, Inc., dba Mid GA MLS and enclose my check in the amount of \$1,500.00, which I understand will be returned to me in the event I/We are not accepted for membership. But will not be returned if I/we elect to decline membership. In the event my application is approved, I/We agree, to abide by the By-Laws and Rules and Regulations of Bibb Multi-List, Inc. d.b.a. Mid GA MLS all as from time to time amended. In addition, I agree to pay an application fee of \$1,500.00. I/We understand that the amount given with the application will be used as a credit toward this cost. Finally, I/We consent to and authorize your membership committee to invite and receive information and comments about me/us from any member or person, and I/We agree that such information and comment shall be conclusively deemed to be privileged and not form the basis of any action by me/us for slander, libel, or defamation of character. Mid GA MLS mailing address is 2385 Vineville Avenue, Macon, GA 31204.

I/We hereby submit the following information for your consideration:

Name of your company: _____

FEIN or SSN (number business is registered as) _____

Circle one: (Sole Proprietorship) (Partnership) (Corporation) (LLC)

Company Federal Identification Number: _____

Your Full Name: _____

Circle One: Mr., Miss, MS., and Mrs.

Company Brokerage Number: _____ (Attach a copy of your Brokerage License)

License Number: _____ (Attach a copy of your Broker License)

Office Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-Mail: _____

Mobile Phone: _____

The number of agents in your company: _____ Total number of agents in residential sales: _____

Special Note: All active agents employed by the company with a Georgia Real Estate license in residential sales must join.

(This will be verified with the Real Estate Commission)



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Have you been refused membership by any real estate board or MLS? (Yes) (No)

If "yes", state basis for such refusal and detail the circumstance related thereto. Attach a separate sheet(s) if necessary.

In what phase(s) of real estate do you specialize? _____

Have you participated in a Multiple Listing Service before? (Yes) (No)

Are you now employed or engaged in any other business or profession?

(Yes) (No) If yes, describe: _____

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

If "yes", which state: _____ 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 actions pertaining thereto. Use separate sheet(s), if necessary.

Are you now, or have there been within the past five years, any complaints against you or your 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 the complaint was made, and the current status or resolution of such complaint.

Have you ever been convicted of a felony? (Yes) (No)

If so, give details:

In what other business have you been engaged?

_____ from _____ to _____, at _____

_____ from _____ to _____, at _____

_____ from _____ to _____, at _____

_____ from _____ to _____, at _____

Do you have a related company or companies that use real estate agents and if so how many?

Established in business location: Date: _____



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Previous location: _____

Position with firm: _____

If not a Principal, Partner, or Corporate Officer, explain: _____

State name of each Principal, Partner, or Corporate Officer in your firm and their identifying position:

I/We hereby authorize you to refer to the following individuals that are Real Estate Brokers that know me:

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

SUBSCRIPTION FEES AND BILLING INFORMATION

RESIDENTIAL LISTING

All single family residential listings that your company has listed in the 12 core counties identified in our Rules and Regulations must be entered into our system. Please indicate below the number of listings and what systems they are listed in.

Number of listings: _____

Name of MLS companies you are a current member of:



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SUBSCRIPTION FEES

New subscribers, who are not a cooperative, must lease an ActiveKEY from Supra Products by completing the paperwork at the Mid GA MLS Office.

Brokers and agents must attend a **mandatory** MLS Orientation. If you do not attend the Mid GA MLS Orientation within the first two (2) times that it is offered, you will be **suspended** from all MLS services until the course is completed.

BILLING INFORMATION

Currently the due's for Subscriber Companies which covers the company and Broker is \$150.00 per month. New subscribers joining will be added to the company's bill. Currently subscriber's agents due's is \$40.00 per month. For subscribers joining during the month dues are prorated based on the week they become a member. All billing for service will be done exclusively through the subscriber's company.

Once the company is billed for the subscribers, it is the subscriber's **responsibility** to pay your company. Therefore, the subscriber must come to the Mid GA MLS Office and return their ActiveKEY to cancel their MLS service **before** the company is billed for that subscriber. For example, if you decide the third day of any month that you want to cancel your MLS service, you will owe your company for that full month's service because he/she was already billed for your subscription to MLS on the first day of that month. **You must come to the Mid GA MLS office and bring your ActiveKEY before the first business day of any month for which you do not wish to receive or be charged your MLS service. Once the subscription has been terminated, no more MLS services will be provided.**

LOCKBOX USE POLICIES & PROCEDURES

New subscribing companies will have to purchase lockboxes from the MLS at the amount set at the time of membership; presently the price is \$100.00 per box. This amount is determined by the Board of Directors on a quarterly basis. Therefore, the company is totally responsible for their own boxes and if a lockbox is stolen or lost they must notify the Mid GA MLS office as soon as possible so the lockbox can be marked as stolen or lost in SUPRA and the MLS data system. Damaged boxes will be handled in the same manner. If a lockbox fails to operate, be sure to return the box to the Mid GA MLS office because if the box is less than a year old it can be replaced by SUPRA provided that SUPRA determines that the cause is failure of the lockbox.

All residential listings that are entered into our data basis must be fitted with one of our lockboxes per Rule 5.2.1 of our Rules and Regulations so all members of our MLS can gain entrance to the listing.



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LOCKBOX TURN-IN BY LISTING AGENTS

The subscriber agent must return the lockbox to the company that has the assigned inventory. Any box returned to the MLS office that belongs to a company with assigned inventory will be notified the first business day that we have the box and you will need to make arrangements to have the lockbox returned to you.

ISSUE OF ACTIVEKEY

Only authorized persons may lease an ActiveKEY. If your ActiveKEY stops working, the MLS will check to see why it may not be working and will issue a new key if it is found to be defective as long as it is not damaged. Insurance is available through GE Supra.

UPDATING OF ACTIVEKEY

The ActiveKEY is updated continuously and it is important that you keep the key charged.

LOSS OF ACTIVEKEY

The holders of the ActiveKEY must notify the MLS office when it is determined that the ActiveKEY is misplaced or stolen. MLS must be notified of the loss very quickly so that security measures can be taken.

To replace a misplaced or stolen ActiveKEY, you will need to lease a new ActiveKEY at a cost of \$263.00 unless you purchased insurance to cover loss and theft. Insurance is handled by SUPRA Products, Inc. Remember that you can have only one active ActiveKEY under your name.

NAVICA SOFTWARE PROGRAM

Login credentials are for your use only. Navica is a copyrighted program and you must abide by the agreement you accept when you install the program. You cannot give access to anyone. If you do, it will mean you will lose your privileges and can be terminated from the MLS.

CODES

It is up to you to keep track of your codes for lockboxes and your entry card.

DO NOT WRITE YOUR PIN CODE ON YOUR DISPLAYKEY OR KEEP YOUR PIN CODE WITH THE DISPLAYKEY.



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RULES AND REGULATIONS

Attached are the Rules and Regulations of Mid GA MLS which are part of this application. I agree to follow the Rules and Regulations as amended from time to time of Bibb Multi-List, Inc. as a condition of my membership. _____

(Sign here to indicate you agree)

I hereby certify that the foregoing information furnished by me is true, correct and complete 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. Furthermore, I agree that, if accepted for membership in the corporation, I shall pay the fees and dues as established by the MLS according to the terms of the Mid GA MLS. In addition, I have read and been given a copy of the above and fully understand the policies of the MLS regarding the above information.

Signed: _____

Date: _____

Please attach a copy of your Georgia Real Estate License as a broker and your company's Georgia Real Estate License.

If you have any questions please call us at 478.742.1262

Please review the Rules & Regulations and Listing Policies documents under Governing Documents before submitting this application.

Submit the application by email to staff@midgamls.com or fax to 478.746.4472