



# Membership Application

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MLS United, LLC is a REALTOR® Member MLS.

## Instructions:

- All applicable forms **must be filled out entirely and accurately.**
- All fees are **non-refundable** and must be paid in full before membership will be granted or renewed. All payments will be made online through the member's dashboard.
- All applications must include a copy of the applicant's active Mississippi Real Estate License
- Applicants who are not a member of Central Mississippi REALTORS®, Gulf Coast Association of REALTORS®, or Northwest Mississippi REALTORS® must include a letter of good standing with their application.
- **All completed applications and required forms should be submitted by email to [MemberServices@MLSUnited.com](mailto:MemberServices@MLSUnited.com).**

Note: New Brokers joining MLS United must **also** complete a new office/Participants application.

**\*Applications submitted after 3:00pm are not guaranteed same-day access.**

If you need assistance completing these forms, contact MLS United at 601-755-6578. Once the application and all required paperwork have been received, an invoice will be created to be paid online in your member dashboard which can be accessed at [MLSUnited.com](http://MLSUnited.com). Visa, MasterCard, Discover, American Express, or TeleCheck are all acceptable forms of online payment. Paper Checks or Cash will **not** be accepted.

## Application Checklist:

- Completed Membership Application**
- (Designated Brokers Only) Completed Participants Application**
- Copy of Mississippi Real Estate Wall License**
- Letter of Good Standing Requested (for MLS Only Members)**
- Signed Membership Acknowledgement**

# MLS United Membership Application



## Membership Information:

### Which Association do you hold Primary REALTOR® Membership:

Central Mississippi REALTORS®     Gulf Coast Association of REALTORS®  
 Northwest Mississippi REALTORS®     Other: \_\_\_\_\_ (MLS Only Member\*)

\*Please note: Members of CMR, GCAR and NWMR pay discounted fees. Members of other REALTOR® Associations (MLS Only) pay a higher monthly service rate and application fee. Please refer to the MLS United Proration Chart for fee amounts.

### MLS United Membership Type:

MLS Subscriber (REALTOR® Under an active MLSU Participant)  
 MLS Participant\* ( Designated REALTOR® or Principal Appraiser)

\*note: Must also complete a New Office/MLSU Participant Application

## Applicant Information:

Name (as reads on license): \_\_\_\_\_

Nickname or name variations if you are a previous REALTOR® member

(ex. Maiden Name, Nickname, Middle Name): \_\_\_\_\_

NRDS ID: \_\_\_\_\_

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

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

Email Address\*: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

MS Real Estate or Appraiser License #: \_\_\_\_\_ License Date: \_\_\_\_\_

Preferred Phone #: \_\_\_\_\_ Other Contact #: \_\_\_\_\_

\*Note: All billing notices and invoices are delivered electronically to the email listed above. Please initial that you understand that if you unsubscribe, you will no longer receive any communication from MLS United, LLC. **Initials:** \_\_\_\_\_

## Broker, Office, and MLS Participant Information:

Broker's Name: \_\_\_\_\_

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

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

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

Office Phone #: \_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_ Home \_\_\_\_\_ Office

Preferred Phone Number: \_\_\_\_\_ Personal \_\_\_\_\_ Office (to be displayed in MLS)

# MLS United Membership Application



## **Membership Acknowledgement:**

To MLS United, LLC,

I, \_\_\_\_\_, hereby apply for Membership to MLS United, LLC (MLSU) and agree to make payment online for all dues and fees within 30 days of licensure.

I agree as a condition of participation in MLSU, to abide by all relevant Bylaws, Rules and Regulations, and any other obligations of MLSU, including payment of fees and services. I further agree, as a REALTOR®, to be bound by the Code of Ethics of the National Association of REALTORS® 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 REALTORS® in accordance with the established procedures of my association.

I further agree to satisfactorily complete a reasonable and non-discriminatory MLSU Member Training course on the use of the Multiple Listings Services platform, MLSU Rules and Regulations, and other member services provided by MLSU. I understand membership brings certain privileges and obligations that require compliance. Membership is provisional and may be revoked should completion of requirements, such as Member Training, not be completed within times indicated in the Rules and Regulations.

I acknowledge that they must be a current REALTOR® member in good standing with a REALTOR® Association and that all MLS Users must join under an active MLSU Participant of whom they are currently licensed with.

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. I further agree that, if accepted for membership in MLSU, I shall pay the fees and/or dues as established by the MLSU Board of Directors and that there will be no refunds on any dues or services paid.

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

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

Broker Name (Print) : \_\_\_\_\_

## Important Details to Note- Keep this Page

### MLSU Fees & Dates

- MLS Fees are billed twice yearly to the individual.
- Invoices will be available 45 days in advance and will be payable online as of **February 15 and August 15** of each year and are **due upon receipt**.
- **April 1 and October 1** are the final days to pay to avoid suspension of service and reconnection fees.
- Automatic payments by credit card can be set up in your member dashboard. It will be **your responsibility** to be sure your automatic payment is processed **before the due date**. Late fees will not be removed for undrafted auto-payments.
- Invoices not paid by the due date will result in the suspension of MLS services and service will not be restored until the original invoice is paid in full along with a \$100 reconnect fee.
- All MLSU service fees are **non-refundable**.

### Supra E-Key Information:

- Supra E-keys and lockbox services are available to all MLSU Members. The key service network will include all of the MLSU participants and subscribers throughout the service area. Non-MLSU Members may have access to the lockbox services for an additional fee.
- Supra E-Key access must be purchased by the individual and only permitted to use on smartphones, not tablets. E-key service is not able to be shared with others or on multiple devices. E-Key service can be transferred to a new smartphone if necessary.
- Cost for E-Key service is **\$17.07** per month and is drafted automatically by Supra on the 28th of each month. There is also a **\$53.50** activation fee for the new service.
- Keyboxes are issued by appointment at your local MLSU service center. Please contact MLSU at 601-755-6578 to order a lockbox.

### Important Reminders:

- After activating your license with the Mississippi Real Estate Commission, you have 30 days to join MLS United and pay all dues and/or fees in full.
- If your account is inactive or suspended for 60 days or more, you must pay the applicable access fee and any service fees again.
- MLSU New Member Training must be completed within 90 days of joining. Upcoming training dates are posted to MLSU dashboard.

# MLSUNITED PRORATION CHART

Members of Central Mississippi REALTORS®, Gulf Coast Association of REALTORS®, & Northwest Mississippi Association of REALTORS® pay a discounted price.

Subscribers who are not a member of one of the 3 associations will pay the MLS Only Fees.

Renewal invoices for MLS Fees are due  
**April 1st & October 1st** each year.

**Prices are subject to change.**

*\*Fees are calculated based on effective date of MS Real Estate License*

## FEE CHART FOR ASSOCIATION MEMBERS OF CMR, GCAR, & NWMR

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
MLS Service Fee	\$135.00	\$90.00	\$45.00	\$270.00	\$225.00	\$180.00	\$135.00	\$90.00	\$45.00	\$270.00	\$225.00	\$180.00
Application Fee	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
<b>Total Fees Due</b>	<b>\$235.00</b>	<b>\$190.00</b>	<b>\$145.00</b>	<b>\$370.00</b>	<b>\$325.00</b>	<b>\$280.00</b>	<b>\$235.00</b>	<b>\$190.00</b>	<b>\$145.00</b>	<b>\$370.00</b>	<b>\$325.00</b>	<b>\$280.00</b>

## FEE CHART FOR MLS ONLY MEMBERS

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
MLS Service Fee	\$184.98	\$123.32	\$61.66	\$370.00	\$308.30	\$246.66	\$184.98	\$123.32	\$61.66	\$370.00	\$308.30	\$246.66
Application Fee	250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
<b>Total Fees Due</b>	<b>\$434.98</b>	<b>\$373.32</b>	<b>\$311.66</b>	<b>\$620.00</b>	<b>\$558.30</b>	<b>\$496.66</b>	<b>\$434.98</b>	<b>\$373.32</b>	<b>\$311.66</b>	<b>\$620.00</b>	<b>\$558.30</b>	<b>\$496.66</b>

## NEW PARTICIPANT (BROKER/OFFICE) FEES:

*\*in addition to MLS Fees above*

Association Member of CMR, GCAR, or NWMR	<b>\$800.00</b>
MLS Only Member	<b>\$1,000.00</b>