



### INFORMATION TO BE RETURNED WITH MEMBERSHIP APPLICATION

Your application for membership with the Crossroads Association of REALTORS® should be turned into the board AE, Jayne Hege to be processed. You may contact her at 812-3711094 or email her at [jhege@crossroadsrealtors.org](mailto:jhege@crossroadsrealtors.org). Once your application is processed you need to meet with the membership Committee.

1. Completed application form
2. Completed questionnaire
3. Check for amount due
4. Photo of yourself
5. A letter from your principal broker stating that you are now associated with their firm
6. Copy of your test results or license verification.

**If you do not have your license number with your application, you MUST notify the board office of your license number as soon as you receive it.**

After your application is processed, you will receive information and your M1 number to join the MLS.



# APPLICATION FOR REALTOR® MEMBERSHIP

I hereby apply for REALTOR® Membership in the \_\_\_\_\_  
\_\_\_\_\_ Association of REALTORS® (“the Association”)

**Application Fees and Dues:** Enclosed is payment in the amount of \$\_\_\_\_\_ for my one time application fee and \$\_\_\_\_\_ for my prorated membership dues payable directly to the Association of REALTORS®.

**Qualifications for Membership.** I understand that membership brings certain privileges and obligations that require compliance, including the following:

- I will attend orientation within \_\_\_\_\_ days of the Association confirming my membership. Failure to meet this requirement may result in having my membership terminated.
- Membership in the Association necessarily means that I am also a member of the State Association and National Association of REALTORS® and I agree to abide by the Code of Ethics of the National Association, which includes the duty to arbitrate (or to mediate if required by the association), as well as the Constitution, Bylaws and Rules and Regulations of the Association, the State Association and the National Association. Further, if required, I agree to satisfactorily complete the periodic Code of Ethics training and a reasonable and non-discriminatory written examination on such Code, Constitutions, Bylaws and Rules and Regulations.
- I acknowledge that as a member of the Association, I will be licensed to use the REALTOR® trademarks to indicate such membership, and I agree to abide by the rules governing use of those trademarks. I understand that REALTOR® is a federally registered trademark of the National Association and use of this designation is subject to rules promulgated by the National Association. Upon termination of my membership in the Association for any reason, my license to use the term REALTOR® is automatically revoked and I will immediately discontinue use of the term REALTOR® and all REALTOR® trademarks.
- Membership is final only upon approval by the Board of Directors and may be revoked should completion of any membership requirement, such as orientation, not be completed within the timeframe established in the Association’s bylaws.

***NOTE:** The duty to submit to an ethics complaint continues in effect even after membership lapses or is terminated. Any ensuing discipline will be held in abeyance until such time as the respondent rejoins an association of REALTORS® (see Code of Ethics and Arbitration Manual, Section 20(e)). The duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided the dispute arose while the former member was a REALTOR®.*

CONTACT INFORMATION:			
First Name		Middle Name	
Last Name		Suffix <input type="checkbox"/> Jr, <input type="checkbox"/> III, <input type="checkbox"/> Sr, <input type="checkbox"/> Etc.	
Nickname (DBA):			
Home Address:			

City:		State:		Zip:	
Home Phone:		Cell Phone:			
Fax:					
Primary E-mail:		Secondary E-mail:			
May the Association, as well as the State and the National Associations, communicate with you via text message?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>LICENSE INFORMATION:</b>					
Broker or Salesperson's License #					
State of Licensure:			Appraisal License #		
Do you hold, or have you ever held, a real estate license in any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If so, where:					

**COMPANY INFORMATION:**

Office Name:					
Office Address:					
Office Phone:			Fax:		
Company Type: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC (Limited Liability Company) <input type="checkbox"/> Other, specify					
Your position: <input type="checkbox"/> Principal <input type="checkbox"/> Partner <input type="checkbox"/> Corporate Officer <input type="checkbox"/> Majority Shareholder					
<input type="checkbox"/> Branch Office Manager <input type="checkbox"/> Non-principal Licensee <input type="checkbox"/> Other					
Names of other Partners/Officers of your firm:					
Is the office address provided above your principal place of business? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If not, or if you have a branch office, please provide that address:					
Address:					
City:		State:		Zip:	

**PREFERRED MAILING/CONTACT INFORMATION:**

Preferred Phone: <input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Cell					
Preferred E-mail: <input type="checkbox"/> Primary E-mail <input type="checkbox"/> Secondary E-mail					
Preferred Mailing: <input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Office Mail Alternate <input type="checkbox"/> Member Mail Alternate					
Mail Publications to: <input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Office Mail Alternate <input type="checkbox"/> Member Mail Alternate					
<b>Office Mailing Alternate:</b>					

Address:					
City:		State:		Zip:	
<b>Member Mailing Alternate:</b>					
Address:					
City:		State:		Zip:	

**APPLICANT INFORMATION:**

Do you acknowledge that your use of the REALTOR® trademarks must comply with the National Association’s trademark rules?<sup>1</sup>  Yes  No

Are you currently a member of any other Association of REALTORS®?  Yes  No

If yes, name of Association

Type of membership held:

Have you previously held membership in any other Association of REALTORS®?  Yes  No

If yes, name of Association

Type of membership held:

Do you have any unsatisfied discipline pending for violation of the Code of Ethics ?<sup>2</sup>  Yes  No

If yes, provide details.

If you are now or have been a REALTOR® member before, please provide the information below.

Previous NAR membership (NRDS) #

Last date (year) of completion of NAR’s Code of Ethics training requirement:

<sup>1</sup> The term REALTOR® is a federally registered collective membership mark which identifies a real estate professional who is a member of the National Association and subscribes to its strict Code of Ethics. The National Association’s Trademark Rules are set forth in the Membership Marks Manual, available at: [www.realtor.org/mmm](http://www.realtor.org/mmm).

<sup>2</sup> Article IV, Section 2, of the NAR *Bylaws* prohibits Member Boards from knowingly granting REALTOR® or REALTOR-ASSOCIATE® membership to any applicant who has an unfulfilled sanction pending which was imposed by another association of REALTORS® for violation of the Code of Ethics. (Adopted 1/01)

Have you ever been refused membership in any other Association of REALTORS®?  Yes  No

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

Do you have any record of civil judgments imposed within the past seven (7) years involving judgments of civil rights laws, real estate license laws, or other laws prohibiting unprofessional conduct rendered by the courts or other lawful authorities?  Yes  No

If yes,  
provide  
details:

Do you have a record of criminal conviction(s) within the past seven (7) years?  Yes  No

If yes,  
provide  
details:

**Additional Optional Applicant Information to be completed and considered only if the Association has adopted Section 2(c) from Article V of the NAR Model Bylaws.**

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?  Yes  No

If yes, provide details.

Are there pending ethics complaints against you?  Yes  No

If yes, provide details.

Do you have any unsatisfied discipline pending ?  Yes  No

If yes, provide details.

Are you a party to pending arbitration request?  Yes  No

If yes, provide details.

Do you have any unpaid arbitration awards or unpaid financial obligations to another association of REALTORS® or an Association MLS?  Yes  No

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 Association, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the 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: \_\_\_\_\_

OPTIONAL INFORMATION	
How long with current real estate firm?	
Previous real estate firm (if applicable):	
Number of years engaged in the real estate business:	
Field of Business (Specialties)?	
Languages Spoken?	

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**INFORMATION TO BE SUPPLIED BY LOCAL ASSOCIATION**

Join Date:	
Status: <input type="checkbox"/> Active <input type="checkbox"/> Provisional	
Primary Local Association NRDS ID #	
Primary State Association NRDS ID #	
Office ID:	
(If broker)	
Office Contact (Designated REALTOR®)	
Office Contact Manager:	
Number of Non-Member Licensees:	

# **Crossroads Association of REALTORS**

## **Agent Information Sheet**

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

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

E-Mail address: \_\_\_\_\_

Address (home): \_\_\_\_\_

City and State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

License#: \_\_\_\_\_

Last 4 digits of your social security number \_\_\_\_\_

Where do you want to receive your mail?

Home \_\_\_\_\_ Office \_\_\_\_\_

Processed date: \_\_\_\_\_

Email: \_\_\_\_\_

Call one now: \_\_\_\_\_

**APPLICATION FOR REALTOR® MEMBERSHIP  
CROSSROADS ASSOCIATION OF REALTORS®**

Thank you for your request for an application to join the Crossroads Association of REALTORS®.

Application includes:

1. An application form
2. Agent Information form
3. Membership costs
4. Information of joining the BLC

Please read over ALL information with this application carefully. You should completely fill out the application form and information forms. Once it has been completed, please notify me that you are making application. You can call 812-378-2626 or email me at [jhege@crossroadsrealtors.org](mailto:jhege@crossroadsrealtors.org). All new applicants are required to meet with the Membership Committee. The membership committee meets during the first week of the month and your application must be received prior to this meeting.

The purpose of this meeting is to better acquaint the prospective Board member of His/her obligations to the Board and the Board's obligation to them. We believe that this should result in better-informed members, better services and fewer violations through lack of knowledge.

Once your application has been submitted, you will be given the information you will need to join the MLS. The MLS requires a \$200 application fee and payment of MLS technology fees. Fees are paid annually or semi- annually and are prorated.

All applicants are required to attend the first session available for New Member Orientation following submission of their application. Orientation is held as needed. All memberships are on a probation basis until completion of this course.

**DUES:**

National Association of REALTORS®. . . . .	\$156.00 per year
Indiana Association of REALTORS®. . . . .	\$279.00 per year**
Crossroads Association of REALTORS® . . . . .	\$275.00 per year
Initiation fee (one time only). . . . .	\$ 400.00
State processing fee (one time only). . . . .	\$ 200.00
NAR REALTOR® awareness campaign	\$ 45.00 per year

TOTAL \$1350.00

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1. Completed application form
2. Completed Agent information sheet
3. Check for amount due
4. Photo of yourself
5. A letter or email from your principal broker stating that you are now associated with their firm
6. Copy of your test results or license verification.

ALL applicants are required to meet with the membership Committee to discuss their application.

Your application cannot be processed until you have met with the Membership Committee.

**If you do not have your license number with your application, you MUST notify the board office of your license number as soon as you receive it. You cannot have access to the MLS without a license number.**

Rev 2/24

Annual dues are due in October of each year and delinquent after October 31<sup>st</sup>.

Local, State and National dues are prorated on a monthly basis. Amount due with your application will be as stated below with local, state and national dues for the following year included with any application received after September 1:

Applications submitted to the board in:

Month	Local Dues	IAR Dues	NAR Dues	Local App	State App	R-Aware	Total
January	\$270.00	\$279.00	\$156.00	\$400.00	\$200.00	\$45.00	\$1350.00
February	\$247.50	\$255.75	\$143.00	\$400.00	\$200.00	\$45.00	\$1291.25
March	\$225.00	\$232.50	\$130.00	\$400.00	\$200.00	\$45.00	\$1232.50
April	\$202.50	\$209.25	\$117.00	\$400.00	\$200.00	\$45.00	\$1173.75
May	\$180.00	\$186.00	\$104.00	\$400.00	\$200.00	\$45.00	\$1115.00
June	\$157.50	\$162.75	\$91.00	\$400.00	\$200.00	\$45.00	\$1056.25
July	\$135.00	\$139.50	\$78.00	\$400.00	\$200.00	\$45.00	\$ 997.50
August	\$112.50	\$116.25	\$65.00	\$400.00	\$200.00	\$45.00	\$938.75
September	\$ 90.00	\$93.00	\$52.00	\$400.00	\$200.00	\$45.00	\$880.00
October*	\$337.50	\$348.75	\$195.00	\$400.00	\$200.00	\$90.00	\$1571.25
November*	\$315.00	\$325.50	\$182.00	\$400.00	\$200.00	\$90.00	\$1512.00
December	\$292.50	\$302.25	\$169.00	\$400.00	\$200.00	\$90.00	\$1453.75

\*Includes the prorated amount for the current year and the dues for the following year. Annual dues are due on October 1st of each year for the following year. Dues paid after October 31<sup>st</sup>, are subject to a \$50.00 fine.

\*\* The total amount payable to the Indiana Association of Realtors® is \$254.00. Of that amount, \$25 will be contributed to the Indiana Realtors® Political Action Committee or you may elect to have the \$25 retained by the Indiana Association of Realtors® for issue advocacy rather than to support particular candidates by following this link: <http://bit.ly/REALTOR-Defense-Fund> In all cases, 81% of your dues amount is tax-deductible. Contributions to the Indiana Realtors® Political Action Committee are not deductible for income tax purposes. Contributions to the Indiana Realtors® Political Action Committee are voluntary and are used for political purposes. You may contribute more or less than the suggested amount. You may refuse to contribute to the Indiana Realtors Political Action Committee without reprisal and the National Association of Realtors®, the Indiana Association of Realtors®, and your local association or board will not favor or disfavor any member because of the amount contributed. Further, you may contribute more than \$25 to the Indiana Realtors® Political Action Committee by including additional funds with your payment. If you elect to have the \$25 retained by the Indiana Association of Realtors® for issue advocacy, use the link above.