

MARATHON AND LOWER KEYS ASSOCIATION OF REALTORS® , INC.

5800 Overseas Highway #15

Marathon, FL 33050

Phone 305-743-2485 / Fax 305-743-4679

Membership@MLKAR.com

APPLICATION FOR MLS PARTICIPATION ONLY
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To become an MLS Participant with our board, we will need the following:

1. A copy of your Florida Real Estate Business License
2. A completed and signed MLS Participation Agreement
3. A one-time application fee of **\$600.00**
4. A one-time New Office setup fee of **\$200.00** if the office is not yet in our MLS
5. Verification of Florida Broker Status or State Certification if the office is not yet in our MLS

Access to our MLS will start immediately upon receipt of all above items once your payment is processed.

Monthly access to the MLS is **\$40.00 per month** if paid annually (\$120 Savings), and **\$50 per month** if paid monthly billed on the first of the month. I have enclosed a waiver of MLS for those licensed with you that will not be using this access. Don't forget to send a list of who those licensees are.

Should you have any additional questions, please do not hesitate to contact me.

Sincerely,

Ciera Smith

Chief Executive Officer

Ciera@MLKAR.com

Marathon and Lower Keys Association of REALTORS®, Inc.
5800 Overseas Highway #15 Marathon, FL 33050 Phone 305-743-2485

BROKER AUTHORIZATION FOR MLS PARTICIPATION

To: Marathon and Lower Keys Association of REALTORS®, Inc.

Name of agent being authorized: _____ License #: _____

Agent e-mail: _____ Agent phone: _____

Business Name: _____ Florida Business License #: _____

Broker Name: _____ Florida Broker License #: _____

Office Address: _____

Office Phone: _____ Office e-mail: _____

Board/Association where primary membership is held: _____

I agree as a condition of participation in the Marathon and Lower Keys Association of REALTORS® 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 other Association members, as established in the Code of Ethics and Arbitration Manual, 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 suspension or termination of MLS rights and privileges and that I may be assessed an administrative processing fee which may be in addition to any discipline, including fines that may be imposed. I understand that Agent and Broker are responsible for providing the Association with written notice of termination should they no longer need MLS Access, failure to provide this written notice means that the agent and broker are responsible for continuing MLS Access fees until such time as the association has been notified. Broker of record is responsible for all non-paid billing for their agents.

The Broker Participant of the Service shall be exempt from payment of Multiple Listing Access fees for any individual employed by, or affiliated as an independent contractor with the Participant who does not actually have access to and use of the service.

Please check to confirm:

☐

I authorize this agent to use IDX feeds from Florida Keys MLS. **Optional*

My firm's listings may be displayed on the web sites of other participating IDX brokers, and my firm may display their listings in return.

☐

I agree that if any additional associates in my office utilize the MLS, I will notify the Service and pay the required fee.

I am the MLS Broker Participant for my office. I represent that I have authority to execute this form on behalf of my own office, and I authorize the agent named above to access and use the Florida Keys MLS.

Signature of Participant (Broker)

Date

Signature of Participant (Agent)

Date

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New Office Application

Complete this page only if your office is not already in the Florida Keys MLS.

Date: _____

Name as shown on Broker license: _____

Firm Name: _____

Firm Address: _____

Firm Phone: _____

Principal Broker: _____

Designated Broker: _____ Website: _____

E-Mail: _____

Company information: ☐ Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC (Limited Liability Company)

Your position: Principal / Partner / Corporate Officer / Branch / Office Manager

Print name of Designated Broker: _____ Date: _____

Signature of Designated Broker: _____ Date: _____

One-time setup fee of \$200 paid on date: _____

*New Office setup fees are a one-time administrative fee. Office members will be responsible for keeping current on their association dues and MLS access fees on an ongoing basis.

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305-743-2485 Membership@MLKAR.com

Please email completed form to membership@mlkar.com.

Individual's account to pay using this credit card:

Name as it appears on card: _____

Card Number: _____ - _____ - _____ - _____

Expiration Date: _____ CVV (Security Code): _____

Billing Address: _____
Street, City, State, Zip

E-Mail: _____ Phone: _____

I, _____ authorize Marathon and Lower Keys Association of REALTORS® Inc. to charge the credit/debit card listed above. Marathon and Lower Keys Association of REALTORS®, Inc. is authorized to charge my card for the one-time amount of \$_____ **today** and \$_____ **per month** on the first of each month.

SIGNATURE: _____ **DATE:** _____

MLS Access Payment Options Available: (Circle your choice or contact the office to setup/change your billing plan)

- **Annual Billing: (Save \$120 per year over monthly billing)**
Annual billing of \$480 for MLS Access Only will be emailed October 1 of each year and due no later than January 1.
- **Monthly Auto Payment Option:**
Your card is automatically charged \$50 monthly; complete & return this credit card authorization form.

Annual Dues Invoices are sent October 1 and due no later than January 1.

Payment is due within 30 days of invoice. The following are the payment terms:

Day 1 – Day 31:

Monthly invoices are emailed on the 1st day of the month and due within 30 days of invoice. MLS Billing is sent and due the same time every month to make it easy to calendar for payment.

Day 31 – Day 38:

If no payment is received, a past due reminder will be sent out within a week of being past due.

Day 38 – Day 45:

If no payment is received, a \$25 late fee will be sent along with the following notice: Please remit payment immediately or contact the office to avoid possible service interruption. If your access is suspended please make payment, then contact MLKAR to have your access restored immediately.

Day 45 – Day 52:

If no payment is received, access may be suspended and will be restored immediately after payment including \$50 reconnection fee is made and you contact MLKAR office to inform them your account is current and request your access be restored.