

New Participant / New Office Application

A Participant must hold a current, valid New Jersey real estate broker's license and offer or accept cooperation and compensation to and from other Participants.

- Does your business model comply with the above definition of a Participant? Yes No (please explain)

I am a Designated REALTOR® with a Board of my choice.

- **A letter from your Board stating you are a Designated Realtor in good standing must accompany your application.**

Please Print Clearly

TRADE NAME _____ LICENSE # _____

ADDRESS _____ COUNTY _____

TOWN _____ STATE _____ ZIP _____

PHONE _____ FAX _____

DESIGNATED REALTOR _____

HOME ADDRESS _____

TOWN _____ STATE _____ ZIP _____

HOME PHONE _____ CELL PHONE _____

LAST 4 DIGITS OF SS # _____ R.E. LICENSE # _____ NRDS ID # _____

E-MAIL ADDRESS (required) _____

MEMBER OF REALTOR® BOARD _____

(Name of REALTOR® Board you have membership with. All Sales Associates must be members of the same Board.)

√ I agree to bind myself to arbitration requests through one of the Member Boards (**please check one**):

- Eastern Bergen County Board of REALTORS® or RealSource Association of REALTORS®

√ I agree to pay an initiation fee of \$500. Check enclosed with application Credit Card information to be phoned in

√ I agree to pay \$30 monthly office dues and \$222 annual membership fee (prorated monthly).

√ I understand my office must submit all Exclusive Right-to-Sell and Exclusive Agency listings for residential properties for sale (one to four family) located in **Bergen, Essex, and Passaic Counties, and E. Newark, Harrison, and Kearny in Hudson County.**

√ I agree to **register each Sales Associate** who will list, show, or sell through the New Jersey Multiple Listing Service, as well as any **administrative staff**. Applications are available on our website. Unauthorized use/sharing of passwords is prohibited.

√ I authorize Sales Associates in this office to (please check the applicable boxes):

- Purchase keyboxes on my behalf and: Bill my office for the charges or Pay with Broker's check only
- Obtain shackle codes Change shackle codes

√ I consent to display my office listings on broker and agent websites participating in the **Internet Data Exchange (IDX)** program:

- Yes No

By the act of submitting any property listing content to the Service, the Participant represents that he/she has been authorized to grant, and also thereby does grant, authority for the Service to include the property listing content in its copyrighted MLS compilation and also in any statistical report on comparables. Listing content includes, but is not limited to, photographs, images, graphics, audio and video recordings, virtual tours, drawings, descriptions, remarks, narratives, pricing information, and other details or information related to listed property.

The undersigned hereby makes application for participation in the New Jersey Multiple Listing Service, Inc. and agrees to abide by the By-Laws and the Rules and Regulations of the Service, which can be found at: newjerseymls.com/rules

Designated Realtor Signature

Date

Fax completed application to 201-387-6960 or email to membership@njmls.com

You will receive email confirmation once your completed application has been processed.

Orientation is required for all new members in order to gain access to the system.

2018 NJMLS Fees

ANNUAL MEMBERSHIP FEE: (Prorated monthly)

Annual Membership Fee	<i>(billed to agents directly)</i>	\$222.00
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NEW AGENT START-UP FEES:

Registration Fee	<i>(billed to agents directly)</i>	\$ 65.00
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ANNUAL ADMINISTRATIVE MEMBERSHIP FEE: (Prorated quarterly)

Annual Administrative Assistant Fee	<i>(billed to office)</i>	\$ 80.00
Annual Personal Assistant Fee	<i>(billed to office)</i>	\$ 80.00

OPTIONAL FEES:

Keybox (Broker's check only)		\$ 99.00*
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LISTING FEES:

Residential Rentals		\$ 30.00
All other listings		\$ 40.00
Office Exclusives—Residential Rentals		\$ 50.00
Office Exclusives—All other listings		\$ 60.00

ELECTRONIC KEY FEES:

DisplayKey Annual Lease Fee	<i>(billed by SUPRA)</i>	\$149.43*
e-Key Basic Monthly Lease Fee	<i>(billed by SUPRA)</i>	\$ 16.21*
Key Activation Fee (one time fee)	<i>(billed by SUPRA)</i>	\$ 50.00
DisplayKey Annual Insurance Fee (optional)	<i>(billed by SUPRA)</i>	\$ 25.00

(*Plus applicable sales tax)

NJMLS Market Area - Required Listings

Rules & Regulations – Listing Procedures Section 1:
 Listings of one (1) to four (4) family properties (including Condo/Co-op/Townhouse) which are listed subject to a real estate broker’s license taken on an Exclusive Right to Sell or Exclusive Agency basis and are located within the market area of the member boards...shall be input into the computer system within the 24 hour listing period.

If these listings are not entered into the computer system within 24 hours, fines will be imposed until the listing is submitted to the NJMLS.



Bergen County (02)

- | | | | |
|------------------|-------------------|-----------------|--------------------|
| Allendale | Fort Lee | Moonachie | Rockleigh |
| Alpine | Franklin Lakes | New Milford | Rutherford |
| Bergenfield | Garfield | North Arlington | Saddle Brook |
| Bogota | Glen Rock | Northvale | Saddle River |
| Carlstadt | Hackensack | Norwood | South Hackensack |
| Cliffside Park | Harrington Park | Oakland | Teaneck |
| Closter | Hasbrouck Heights | Old Tappan | Tenafly |
| Cresskill | Haworth | Oradell | Teterboro |
| Demarest | Hillsdale | Palisades Park | Twp of Washington |
| Dumont | HoHoKus | Paramus | Upper Saddle River |
| Elmwood Park | Leonia | Park Ridge | Waldwick |
| East Rutherford | Little Ferry | Ramsey | Wallington |
| Edgewater | Lodi | Ridgefield | Westwood |
| Emerson | Lyndhurst | Ridgefield Park | Woodcliff Lake |
| Englewood | Mahwah | Ridgewood | Woodridge |
| Englewood Cliffs | Maywood | River Edge | Wyckoff |
| Fair Lawn | Midland Park | River Vale | |
| Fairview | Montvale | Rochelle Park | |

Essex County (07)

- | | | | |
|-------------|------------|----------------|---------------|
| Belleville | Fairfield | Montclair | South Orange |
| Bloomfield | Glen Ridge | Newark | Verona |
| Caldwell | Irvington | North Caldwell | West Caldwell |
| Cedar Grove | Livingston | Nutley | West Orange |
| East Orange | Maplewood | Orange | |
| Essex Fells | Millburn | Roseland | |

Passaic County (16)

- | | | | |
|-------------|---------------|---------------|---------------|
| Bloomington | Little Falls | Pompton Lakes | Wanaque |
| Clifton | North Haledon | Prospect Park | Wayne |
| Haledon | Passaic | Ringwood | West Milford |
| Hawthorne | Paterson | Totowa | Woodland Park |

Hudson County (09)

- | | | |
|-------------|----------|--------|
| East Newark | Harrison | Kearny |
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