



SEDONA VERDE VALLEY ASSOCIATION OF REALTORS®

859 Cove Parkway
Cottonwood, Arizona 86326

eMail: INFO@SVVAR.com
Phone: 928.282.5409

Steps to becoming a REALTOR® Member of Sedona Verde Valley Association of REALTORS® (SVVAR)

1. The Designated Broker must become a member of SVVAR **before** any agent can join.
2. Members and offices must be active at the [ADRE website](#) before membership shall be considered.
3. Submit a [Membership Application](#) and MLS Participation Agreement ([this one](#) if you are an agent or [this one](#) if you are the Designated Broker).
4. An appointment must be made with the Membership Services Staff person by calling 928-282-5409. (If you are joining as a Secondary REALTOR® member, meaning your current year national and state dues were paid at another association, SVVAR does not require you to make an appointment with Membership Services to join. However, a Letter of Good Standing from the primary association must be submitted with the [application](#).)
5. Fees for **Agents** are on **page 2**. Fees for **Designated Brokers** are on **page 3**.
6. Please see page 4 for Supra Key and Keybox information.

General Notes:

Your license must be hanging in the branch or main office that is a member of SVVAR. SVVAR checks the Office License Number on ADRE to be sure it's the same entity.

SVVAR's primary means of communication to members is via email. If you are a member and not receiving our emails, please contact us promptly.

Annual and Quarterly Due Dates: All billings are posted as close to the 15th of the month as possible the previous month and due on January 15, April 15, July 15, and October 15 **so put these dates in your calendar.**

View Invoices: You can view/pay all monthly, quarterly and annual dues online at the SVVAR membership program at: <https://svva.rapams.com/>.

Late Fees: If payment is not paid by the due date, SVVAR will notify your Broker and suspension of your MLS privileges will result until the past due amounts have been paid. A \$25.00 late fee will be assessed to re-activate your MLS privileges.

PRIMARY MEMBER AGENT MEMBERSHIP DUES AND FEES

Use this fee schedule if you will pay Local, State and National dues at SVVAR.

Month	SVVAR Dues (annual fee)	Plus MLS Quarterly Fee	Plus SVVAR REALTOR® Application Fee (one-time fee)	Plus SVVAR REALTOR® MLS Set- Up Fee (one-time fee)	Plus AAR (State) Dues (annual fee)	Plus NAR (National) Dues (annual fee)	TOTAL DUE TO SVVAR
January	\$148.00	\$115.00	\$200.00	\$200.00	\$190.00	\$185.00	\$1,038.00
February	\$148.00	\$80.00	\$200.00	\$200.00	\$190.00	\$175.00	\$993.00
March	\$148.00	\$40.00	\$200.00	\$200.00	\$190.00	\$165.00	\$943.00
April	\$148.00	\$115.00	\$200.00	\$200.00	\$190.00	\$155.00	\$1,008.00
May	\$148.00	\$80.00	\$200.00	\$200.00	\$190.00	\$145.00	\$963.00
June	\$148.00	\$40.00	\$200.00	\$200.00	\$190.00	\$135.00	\$913.00
July	\$74.00	\$115.00	\$200.00	\$200.00	\$95.00	\$125.00	\$809.00
August	\$74.00	\$80.00	\$200.00	\$200.00	\$95.00	\$115.00	\$764.00
September	\$74.00	\$40.00	\$200.00	\$200.00	\$95.00	\$105.00	\$714.00
October	\$74.00	\$115.00	\$200.00	\$200.00	\$95.00	\$95.00	\$779.00
November	\$74.00	\$80.00	\$200.00	\$200.00	\$95.00	\$85.00	\$734.00
December	\$74.00	\$40.00	\$200.00	\$200.00	\$95.00	\$75.00	\$684.00

SECONDARY MEMBER AGENT MEMBERSHIP DUES AND FEES

Use this fee schedule if you paid State and National dues at another association.

Month	SVVAR Dues (annual fee)	Plus MLS Quarterly Fee	Plus SVVAR REALTOR® Application Fee (one-time fee)	Plus SVVAR REALTOR® MLS Set-Up Fee (one-time fee)	TOTAL DUE TO SVVAR
January	\$148.00	\$115.00	\$200.00	\$200.00	\$663.00
February	\$148.00	\$80.00	\$200.00	\$200.00	\$628.00
March	\$148.00	\$40.00	\$200.00	\$200.00	\$588.00
April	\$148.00	\$115.00	\$200.00	\$200.00	\$663.00
May	\$148.00	\$80.00	\$200.00	\$200.00	\$628.00
June	\$148.00	\$40.00	\$200.00	\$200.00	\$588.00
July	\$74.00	\$115.00	\$200.00	\$200.00	\$589.00
August	\$74.00	\$80.00	\$200.00	\$200.00	\$554.00
September	\$74.00	\$40.00	\$200.00	\$200.00	\$514.00
October	\$74.00	\$115.00	\$200.00	\$200.00	\$589.00
November	\$74.00	\$80.00	\$200.00	\$200.00	\$554.00
December	\$74.00	\$40.00	\$200.00	\$200.00	\$514.00

PRIMARY MEMBER BROKER MEMBERSHIP DUES AND FEES

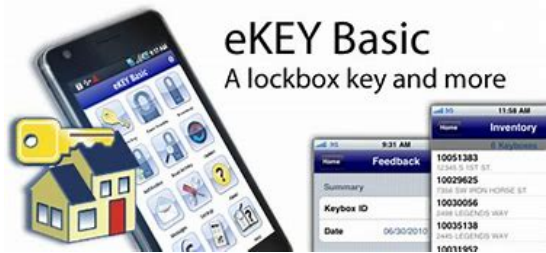
Use this fee schedule if you will pay Local, State and National dues at SVVAR.

Month	SVVAR Dues (annual fee)	Plus	Plus	Plus	Plus	Plus	TOTAL DUE TO SVVAR
		MLS Quarterly Fee	SVVAR REALTOR® Application Fee (one-time fee)	SVVAR REALTOR® MLS Set-Up Fee (one-time fee)	AAR (State) Dues (annual fee)	NAR (National) Dues (annual fee)	
January	\$148.00	\$115.00	\$500.00	\$700.00	\$190.00	\$185.00	\$1,838.00
February	\$148.00	\$80.00	\$500.00	\$700.00	\$190.00	\$175.00	\$1,793.00
March	\$148.00	\$40.00	\$500.00	\$700.00	\$190.00	\$165.00	\$1,743.00
April	\$148.00	\$115.00	\$500.00	\$700.00	\$190.00	\$155.00	\$1,808.00
May	\$148.00	\$80.00	\$500.00	\$700.00	\$190.00	\$145.00	\$1,763.00
June	\$148.00	\$40.00	\$500.00	\$700.00	\$190.00	\$135.00	\$1,713.00
July	\$74.00	\$115.00	\$500.00	\$700.00	\$95.00	\$125.00	\$1,609.00
August	\$74.00	\$80.00	\$500.00	\$700.00	\$95.00	\$115.00	\$1,564.00
September	\$74.00	\$40.00	\$500.00	\$700.00	\$95.00	\$105.00	\$1,514.00
October	\$74.00	\$115.00	\$500.00	\$700.00	\$95.00	\$95.00	\$1,579.00
November	\$74.00	\$80.00	\$500.00	\$700.00	\$95.00	\$85.00	\$1,534.00
December	\$74.00	\$40.00	\$500.00	\$700.00	\$95.00	\$75.00	\$1,484.00

SECONDARY MEMBER BROKER MEMBERSHIP DUES AND FEES

Use this fee schedule if you paid State and National dues at another association.

Month	SVVAR Dues (annual fee)	Plus	Plus	Plus	TOTAL DUE TO SVVAR
		MLS Quarterly Fee	SVVAR REALTOR® Application Fee (one-time fee)	SVVAR REALTOR® MLS Set-Up Fee (one-time fee)	
January	\$148.00	\$115.00	\$500.00	\$700.00	\$1,463.00
February	\$148.00	\$80.00	\$500.00	\$700.00	\$1,428.00
March	\$148.00	\$40.00	\$500.00	\$700.00	\$1,388.00
April	\$148.00	\$115.00	\$500.00	\$700.00	\$1,463.00
May	\$148.00	\$80.00	\$500.00	\$700.00	\$1,428.00
June	\$148.00	\$40.00	\$500.00	\$700.00	\$1,388.00
July	\$74.00	\$115.00	\$500.00	\$700.00	\$1,389.00
August	\$74.00	\$80.00	\$500.00	\$700.00	\$1,354.00
September	\$74.00	\$40.00	\$500.00	\$700.00	\$1,314.00
October	\$74.00	\$115.00	\$500.00	\$700.00	\$1,389.00
November	\$74.00	\$80.00	\$500.00	\$700.00	\$1,354.00
December	\$74.00	\$40.00	\$500.00	\$700.00	\$1,314.00



Supra Keys and Keyboxes

1. **Supra Key fees** are optional. The Supra eKEY App can be installed on your Smartphone. A \$50.00 Activation fee and Monthly charges (Approx. \$18.44 for Basic & \$26.24 for Professional) are paid directly to Supra with a credit or debit card. Supra ActiveKEYS are available for *lease (not purchase) from SVVAR*, with an issuance fee of \$70 and quarterly fees (Approx. \$54/quarter) payable to SVVAR.
2. **Cooperating Keys:** When applying for Secondary Membership, you can request your existing key to cooperate with SVVAR keyboxes. If you already lease a Supra ActiveKEY or eKEY from another Association, you may co-op your key to access the SVVAR keyboxes by submitting a [Cooperating Key Agreement](#) with your key's serial number and pin code and a one-time fee of \$50.00, payable to SVVAR.
3. **Supra iBoxes** (keyboxes) are for lease for a yearly fee of \$24.00 payable to SVVAR. There are no refunds for leased keyboxes.
4. **Fines and Penalties:** Per the SVVAR Rules and Regulations, the PIN number to the Supra Key **shall not be attached to the KEY in ANY MANNER** or to be disclosed by the Keyholder to any third party. It is a violation of the Sedona Verde Valley Association of REALTORS® Key Rules and Regulations to loan, assign or transfer your Supra ActiveKEY to anyone. A violation of this rule will result in a \$100 fine and 10-day suspension of key privileges for the first offense, \$250 fine for second offense and a 30 day suspension. For third offense, keyholder's status will be re-evaluated and additional fines may be assessed. A member who has violated this rule may be held liable for any expense necessary to reestablish security of the key system. Do not write shackle codes on leased Supra Keyboxes.