



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.

FEEES FOR AGENTS (FEEES FOR BROKERS ARE ON THE FOLLOWING PAGE)

**PRIMARY MEMBER
AGENT MEMBERSHIP DUES AND FEEES**

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

Month	SVVAR Dues and MLS Fees	Plus		Plus		TOTAL DUE TO SVVAR
		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	\$263.00	\$200.00	\$200.00	\$190.00	\$155.00	\$1,008.00
February	\$263.00	\$200.00	\$200.00	\$190.00	\$145.00	\$998.00
March	\$263.00	\$200.00	\$200.00	\$190.00	\$135.00	\$988.00
April	\$263.00	\$200.00	\$200.00	\$190.00	\$125.00	\$978.00
May	\$263.00	\$200.00	\$200.00	\$190.00	\$115.00	\$968.00
June	\$263.00	\$200.00	\$200.00	\$190.00	\$105.00	\$958.00
July	\$189.00	\$200.00	\$200.00	\$95.00	\$95.00	\$779.00
August	\$189.00	\$200.00	\$200.00	\$95.00	\$85.00	\$769.00
September	\$189.00	\$200.00	\$200.00	\$95.00	\$75.00	\$759.00
October	\$189.00	\$200.00	\$200.00	\$95.00	\$65.00	\$749.00
November	\$189.00	\$200.00	\$200.00	\$95.00	\$55.00	\$739.00
December	\$189.00	\$200.00	\$200.00	\$95.00	\$45.00	\$729.00

Should you have any questions, please contact the SVVAR office at (928) 282-5409 or info@svvar.com.

All dues and fees cited in this document are not guaranteed and are subject to change without notice.

**SECONDARY MEMBER
AGENT MEMBERSHIP DUES AND FEEES**

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

Month	SVVAR (Local) Dues and MLS Fees	Plus		TOTAL DUE TO SVVAR
		SVVAR REALTOR® Application Fee (one-time fee)	SVVAR REALTOR® MLS Set-Up Fee (one-time fee)	
		January thru June	\$263.00	
July thru December	\$189.00	\$200.00	\$200.00	\$589.00

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FEEES FOR BROKERS (FEES FOR AGENTS ARE ON THE PREVIOUS PAGE)

**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 and MLS Fees	Plus	Plus	Plus	Plus	TOTAL DUE
		SVVAR REALTOR® Application Fee	SVVAR REALTOR® MLS Set-Up Fee	AAR (State)	NAR (National)	TO SVVAR
		(one-time fee)	(one-time fee)	Dues (annual fee)	Dues (annual fee)	
January	\$263.00	\$500.00	\$700.00	\$190.00	\$155.00	\$1,808.00
February	\$263.00	\$500.00	\$700.00	\$190.00	\$145.00	\$1,798.00
March	\$263.00	\$500.00	\$700.00	\$190.00	\$135.00	\$1,788.00
April	\$263.00	\$500.00	\$700.00	\$190.00	\$125.00	\$1,778.00
May	\$263.00	\$500.00	\$700.00	\$190.00	\$115.00	\$1,768.00
June	\$263.00	\$500.00	\$700.00	\$190.00	\$105.00	\$1,758.00
July	\$189.00	\$500.00	\$700.00	\$95.00	\$95.00	\$1,579.00
August	\$189.00	\$500.00	\$700.00	\$95.00	\$85.00	\$1,569.00
September	\$189.00	\$500.00	\$700.00	\$95.00	\$75.00	\$1,559.00
October	\$189.00	\$500.00	\$700.00	\$95.00	\$65.00	\$1,549.00
November	\$189.00	\$500.00	\$700.00	\$95.00	\$55.00	\$1,539.00
December	\$189.00	\$500.00	\$700.00	\$95.00	\$45.00	\$1,529.00

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**SECONDARY MEMBER
BROKER MEMBERSHIP DUES AND FEES**

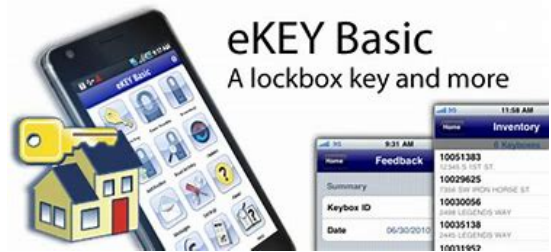
Use this fee schedule if you paid Local, State and National dues at another association.

Month	SVVAR (Local) Dues and MLS Fees	Plus	Plus	TOTAL DUE
		SVVAR REALTOR® Application Fee (one-time fee)	SVVAR REALTOR® MLS Set-Up Fee (one-time fee)	TO SVVAR
January thru June	\$263.00	\$500.00	\$700.00	\$1,463.00
July thru December	\$189.00	\$500.00	\$700.00	\$1,389.00

Should you have any questions, please contact the SVVAR office at (928) 282-5409 or info@svvar.com.

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Supra Keys and Keyboxes



eKEY Basic
A lockbox key and more

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) are paid directly to Supra with a credit or debit card. Supra ActiveKEYS are available for *lease (not purchase) from SVVAR*, with quarterly fees (Approx. \$54/quarter) payable to SVVAR.
2. **Cooperating Keys:** If you already lease a Supra ActiveKEY or e-key from another Association, you may co-op your key to access the local SVVAR lockboxes 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** (lockboxes) 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.

The first time you access this website, you will need your email address and a default password. Besides making online payments, the Avector NetForum program allows members to register for upcoming education classes, events and update contact information all in one convenient place.