



## SEDONA VERDE VALLEY ASSOCIATION OF REALTORS®

859 Cove Parkway  
Cottonwood, Arizona 86326

PHONE: 928.282-5409  
FAX: 928.282.3559

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### APPLYING FOR SECONDARY MEMBERSHIP

An individual is a **Secondary Member** if they pay current Arizona Association of REALTOR® (AAR) dues and National Association of REALTOR® (NAR) dues through another association/board.

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#### Follow these easy steps:

1. Fill in the attached form. Sign and date it on page 3.
2. Fill in and sign the appropriate MLS Participation Agreement
  - a. **For Agents:** [MLS Participation Agreement for Agents](#)
  - b. **For Brokers:** [MLS Participation Agreement for Designated Brokers](#)
3. Dues and fees must be paid in full. [They can be found here.](#)
4. As a Secondary Member, you are required to provide SVVAR with a Letter of Good Standing from your Primary Association. Please request this letter from them to send to [info@svvar.com](mailto:info@svvar.com)
5. You may want to make your Supra eKey cooperating with us. If so, [CLICK HERE](#) for the Cooperating Key Agreement. There is a one-time \$50 Fee in addition to the dues and fees above.
6. eMail the completed forms to [info@svvar.com](mailto:info@svvar.com).

#### Additional Information for You

1. MLS Fees are due Quarterly. [Sign up for Auto Pay and never miss a payment.](#)
2. Supra Keyboxes are rented to members at \$24 per year, from April 1 to March 31.



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## APPLICATION FOR SECONDARY MEMBERSHIP

DATE: \_\_\_\_\_

TYPE OF MEMBERSHIP (CHECK ONE):  INDIVIDUAL  NEW OFFICE (Broker)  \*MLS ONLY

\*Note: An Applicant for "MLS Services only" (i.e. "Multiple Listing Services Only") must be a REALTOR® Member of a REALTOR® Board or Association in the State of Arizona or a contiguous state. Licensees may access the MLS only if their Designated Broker also requests and pays for MLS Services Only, and pays an **additional mandatory \$100 per month Maintenance Fee**, billed quarterly.

FULL NAME \_\_\_\_\_  
(AS IT APPEARS ON YOUR ARIZONA REAL ESTATE LICENSE)

NICKNAME \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_  
(IF DIFFERS FROM ABOVE)

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ PERSONAL FAX: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

PRIMARY PHONE (Preferred phone# for other agents and customers to contact you):  HOME  CELL  WORK

REAL ESTATE LICENSE# \_\_\_\_\_ EXP DATE \_\_\_\_\_ SEX:  MALE  FEMALE

COMPANY NAME \_\_\_\_\_

COMPANY STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

COMPANY MAILING ADDRESS \_\_\_\_\_  
(IF DIFFERS FROM ABOVE)

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

COMPANY PHONE: \_\_\_\_\_ COMPANY FAX \_\_\_\_\_

APPLICANT'S AFFILIATION WITH COMPANY (CHECK ONE)

LICENSEE       DESIGNATED BROKER       ASSOCIATE BROKER       APPRAISER

PRIMARY FIELD OF BUSINESS \_\_\_\_\_

If you are a Veteran of the United States Military, please tell us the branch, and dates of service:

BRANCH \_\_\_\_\_ DATES \_\_\_\_\_

By signing and submitting this application and paying the required fees, the above applicant agrees, if accepted into Membership by the Sedona Verde Valley Association of REALTORS®:

- Complete an online [NAR Code of Ethics](#) class within 60 days of acceptance of this application by the Board of Directors, according to the [SVVAR Bylaws](#) Article V, Section 3. This class is Mandatory for all new primary members.
- Read and become thoroughly familiar with the [Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®](#).
- Abide by the [Code of Ethics and Arbitration Manual](#) as published by the NATIONAL ASSOCIATION OF REALTORS® and adopted by the Sedona Verde Valley Association of REALTORS®, including the duty to arbitrate business disputes in accordance with Article 14 thereof.
- Become familiar with and abide by the [Bylaws and Constitution of the NATIONAL ASSOCIATION OF REALTORS®](#), the [ARIZONA ASSOCIATION OF REALTORS®](#) and the [SEDONA VERDE VALLEY ASSOCIATION OF REALTORS®](#).
- Read, become familiar with and abide by the [Rules and Regulations of the Multiple Listing Service as provided by the Sedona Verde Valley Association of REALTORS®](#).
- If a Designated Broker, to be responsible for all dues and fees of any licensee employed by me or associated with my company by way of an independent contractor relationship.

The applicant, whether for individual membership or as signatory for a company does hereby acknowledge that he/she has read, understand and agrees to be governed by the Bylaws, Rules and Regulations and Code of Ethics as set forth on this application.

The applicant also agrees to abide by the [Code of Equal Opportunity and the Voluntary Affirmative Marketing Agreement \(VAMA\)](#) as they relate to fair housing and employment in the real estate business.

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Are you currently a member of another Board/Association?  YES  NO

If yes, name of Board/Association. \_\_\_\_\_

2. Have you ever been a member of another Board/Association?  YES  NO

If yes, which Board/Association? \_\_\_\_\_

If yes, date membership was dropped. \_\_\_\_\_

3. Are you currently licensed in another state?  YES  NO

If yes, which state? \_\_\_\_\_

4. Have you been suspended or expelled by another Board/Association?  YES  NO

If yes, which Board/Association? \_\_\_\_\_

5. Has your real estate license ever been suspended by any state?  YES  NO  
 If yes, which state? \_\_\_\_\_
6. Are you currently the subject of any litigation in the State of Arizona or any other state, the cause of which was related to a real estate transaction or fair housing violation?  YES  NO  
 If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_
7. May the Sedona Verde Valley Association of REALTORS®, as well as the Arizona Association of REALTORS® and the National Association of REALTORS® communicate with you via text message?  YES  NO

Effective January 1, 2020, each REALTOR® member of the association (with the exception of REALTOR® members granted REALTOR® Emeritus status by the National Association) shall be required to complete ethics training of not less than two (2) hours and thirty (30) minutes of instructional time. This requirement will be satisfied upon presentation of documentation that the member has completed a course of instruction conducted by this or in partnership with another association, the State Association of REALTORS®, the NATIONAL ASSOCIATION OF REALTORS®, or any other recognized educational institution or provider which meets the learning objectives and minimum criteria established by the NATIONAL ASSOCIATION OF REALTORS® from time to time. REALTOR® members who have completed training as a requirement of membership in another association and REALTOR® members who have completed the New Member Code of Ethics Orientation during any three (3)-year cycle shall not be required to complete additional ethics training until a new three (3)-year cycle commences. Any member who obtains a full C2EX Endorsement and keeps it maintained can use it to satisfy the Code of Ethics requirement.

Failure to satisfy the required periodic ethics training shall be considered a violation of a membership duty. Failure to meet the requirement in any three (3)-year cycles will result in suspension of membership the year following the end of any three (3)-year cycle until the requirement is met.

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**SIGNATURE**

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**DATE**