



2024 Non-Licensed Assistant
\$100 set-up fee will be invoiced to the Managing Broker
Please complete this form and have your Managing Broker return
to stephanie@gsar.realtor

Sharing your username and password is against the Aspen/Glenwood MLS rules and regulations. Anyone found in violation of this rule will be fined \$1000.00. Credentials for non-licensed assistants are unique to the person listed on this form and *are not* transferable.

- Security Level:** (1) Office Access- Access to searches & maintenance of ALL licensee's listings in a designated office(s)
- (2) Company Access- Access to searches & maintenance of ALL licensee's listings the firm
- (3) Personal NLA- Access to searches & maintenance of listings for only the licensee(s) listed
(Recommended for personal/team assistant)

Super User? Please list Members/Office: _____
A Super User has the capability to log in to a full office roster or an individual REALTORS'® MLS account

Individual Name of NL Assistant: _____

Do you have an active Real Estate License? Yes No

Office Name: _____

Office Address: _____
Street Address City State Zip

Office Telephone: (____) _____

Cell Phone: (____) _____

Work Email: _____