

INDIVIDUAL PROFILE FOR NON-LICENSED ASSISTANTS

\$100.00 set-up fee will be assessed to Managing Broker

All non-licensed assistants must complete this form. Please have your DR sign and return.

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 licensees' listings in a designated office(s)
 (2) Company Access - Access to searches & maintenance of ALL licensees' listings in the firm
 (3) Personal NLA - Access to searches, maintenance of listings for only the licensee(s) listed (Recommended for personal/team assistants) _____

Super User? Please list Members/Office: _____
A Super User has the capability to login into 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

Work E-mail Address: _____

Office Name: _____

Office Address: _____
Street Address City State Zip

Office Telephone: (____) _____

Cell Phone: (____) _____

DESIGNATED REALTOR®/MANAGING BROKER SIGNATURE AND DATE

Signature: _____ Date: _____