



2024 Application for:
NEW OFFICE
 Member Office MLS Only Office

Thank you for your interest bringing your office to the Glenwood Springs Association of Realtors (GSAR). We ask that you, as the Managing Broker/Responsible Party, complete this application in full and return to our office via email to: stephanie@gsar.realtor

The application fee to establish your office with Glenwood Springs Association of Realtors is \$1,000, which includes the Managing Broker's application fee. Our bylaws require the Managing Broker to be a Realtor – either with our association or another association in Colorado.

The application fee for Primary or Secondary Membership with GSAR is \$300 per Realtor for Member offices. The application fee for MLS Only access is \$500 per Realtor for MLS Only offices.

- **MLS Fees** – The Managing Broker/Responsible party will be billed for monthly MLS fees, as we do not bill individual agents for MLS fees. This fee will be billed in arrears and the office can expect an invoice on the 29th – 31st of the month, depending upon when the last day of the month falls within the business week. MLS fees can be paid via autopay with a credit card or can be paid manually each month with a credit card or check. Payment is expected within 15 days of receiving your invoice.
 - Monthly MLS Fees are **\$50 per month** for Members or **\$60 per month** for MLS Only Users

As the Managing Broker, I agree as a condition of participation in the Aspen/Glenwood Springs MLS to abide by all relevant Bylaws, Rules and Regulations and other obligations of participation including payment of fees.

I understand that sharing usernames and passwords is against the Aspen/Glenwood MLS Rules and Regulations and anyone found in violation of this rule will be fined \$1000.00. I further agree to be bound by the Code of Ethics on the same terms and conditions as Association members including the obligation to submit to ethics hearings and the duty to arbitrate contractual disputes with other REALTORS® in accordance with the established procedures of the Association and at a location determined by the Colorado Association of REALTORS®. I understand that a violation of the Code of Ethics may result in termination of my MLS privileges and that I will be assessed an administrative processing fee which may be in addition to any discipline, including fines, that may be imposed. I also agree to notify the Glenwood Springs Association of REALTORS® office within 30 days of any licensee leaving or joining my firm.



Please provide the following information for your Office:

Office Information Office Name: _____

Office Address: _____ City: _____ State: _____ Zip: _____

Mailing Address (if different from above): _____

Office Phone: () _____ Office Fax:() _____

Office Primary Association/Board: _____

Please fill out the following information for the Managing Broker:

Name as shown on license: _____

Colorado Real Estate License #: _____

NRDS/M1 #: _____

Home address (for internal records only):

City: _____ State: _____ Zip: _____

Office Phone: _____ Cell Phone: _____ Home Phone: _____

Preferred email address: _____

I hereby certify that the foregoing information furnished by me is true and correct, and I agree that failure to provide complete and accurate information as requested, or any misstatement of fact, shall be grounds for revocation of my membership if granted. I further agree that, if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. NOTE: Payments to the Glenwood Springs Association of REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds. By signing below, I consent that the REALTOR® Associations (local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Association(s) in the future. This consent recognizes that certain state and federal laws may place limits on communications that I am waiving to receive all communications as part of my membership.

Managing Broker/Responsible Party

Date