



# Membership Basics

## JOINING & MEMBERSHIP TYPES

- **The Broker (Designated REALTOR) of brokerage office MUST be a member of association and/or MLS before an agent can join.**
- **If entire office is not joining, broker must complete MLS Fee Waiver form as well as application.**
- **There are Different types of membership. Each variation has its own application with fee chart.**
  - They include: Prairie Land REALTOR Primary Member and MLS Participant or Subscriber
  - Prairie Land REALTOR Secondary Member and Mid-Kansas MLS Participant or Subscriber
  - Mid-Kansas MLS ONLY Participant or Subscriber
  - Prairie Land REALTOR ASSOCIATION ONLY Member (no MLS participation)
- **Annual Dues are prorated to the month the agent was licensed.** Agents must apply for membership within 30 days of licensure to avoid a penalty fine to the broker and/or late fee for agent.
- The **difference between Primary and Secondary membership** is simply where you pay KAR and NAR dues if belong to more than one local association. KAR and NAR dues will be billed and paid to the Primary association and Secondary members will only pay local PLR dues to Prairie Land REALTORS, as well as PLR application fee.
- There are application fees, annual dues, MLS access, Sentrilock User fees that must be paid prior to gaining access to MLS system.
- **Appraiser Membership** – As Certified Appraiser (Residential or General), you do not qualify for Affiliate membership – you must join PLR as a REALTOR member. The National Association of REALTORS equates a Certified Appraiser license with that of a real estate Broker license; therefore, the same rules apply, the same fees are charged and same amenities received. Two advantages of REALTOR membership are participation in MLS and available use of Sentrilock lockbox system.
- **Affiliate Membership** – Affiliate membership is open to any person or business interested in building relations with our REALTOR members, achieving visibility and gaining recognition in the REALTOR community. Affiliates will use an Affiliate Application to apply for membership.
- **To Join:** Fill out application corresponding to the type of membership you wish to apply for. Return with payment to Prairie Land REALTORS, 4 E. 12<sup>th</sup> Ave., Hutchinson KS 67501. Checks are preferred form of initial application payment, however credit cards can be accepted. Please contact PLR office about credit card process.
- **Payment methods include:** cash; check (preferred); or credit card. Credit Card payment are allowed for all types of transactions, and may be processed through NAR's ecommerce site or paypal depending on what the charges are for (dues vs MLS access).
- **Annual Dues are due Jan. 1 each year.** They are considered late after Jan. 20. And will incur a late fee after Jan. 20 of \$100. An additional \$10 late fee is added if paid after Feb 14. Dues billing will be mailed in November/December for the following year's dues. There are NO REFUNDS of annual dues.
- MLS access and Sentrilock user access subscriptions can be paid annually (small discount in price over paying quarterly) or quarterly. Invoices will be sent around the 1<sup>st</sup> of the quarter and will be due by the 20<sup>th</sup> day of the 1<sup>st</sup> month of the quarter.
- RETS access is available to members for a fee. Contact PLR office for more information.