



MLS PARTICIPATION AGREEMENT
For Administrative Assistant

Agent's Name: \_\_\_\_\_ Brokerage Name: \_\_\_\_\_
Agent's Phone #: \_\_\_\_\_ Broker's Name: \_\_\_\_\_
Assistant Name: \_\_\_\_\_ Broker License #: \_\_\_\_\_
Assistant Phone #: \_\_\_\_\_ Office Phone #: \_\_\_\_\_
Assistant's Email: \_\_\_\_\_
Agent's Email: \_\_\_\_\_

As the principle broker, I hereby request that you approve the above Administrative User for MLS access under my office. (Check appropriate box)

- [ ] User is an unlicensed assistant and will be using the MLS for above agent
[ ] User is a Real Estate Agent whose license is active and will be using the MLS for above agent

User may not be a licensed appraiser. User will have access, input and the ability to change data in the MLS database. The user will be under the direct supervision of the Broker/Agent.

The User hereby agrees to use the MLS only for the intended use outlined above and also agrees to read, subscribe, understand and adhere to all of the rules, policies, and/or fees of the Mesquite Real Estate Association, the Mesquite Multiple Listing Service (MMLS), and the listing service Provider(s) as they are now or as they may be changed in the future. The User further agrees to be bound by the NAR Code of Ethics as established.

The User agrees to read, understand, become familiar with and abide by the Mesquite Real Estate Association Bylaws, the MMLS Rules and Regulations and shall comply with the deadlines and fines for non-compliance within the rules & regulations. Should fines be levied due to a violation caused by this user, the fine shall be paid by the user in a timely manner that will be deemed appropriate by the MMLS Committee and/or the MREA Board of Directors.

Because administrative Users are not licensed real estate agents or their license is inactive and are not members of the MREA, the Broker must be responsible for the actions of the User. If you do not agree to this, do not submit this application. The Broker also agrees to be responsible for any unpaid fines and/or penalties caused by this person's use or misuse of the MMLS. As the principle broker, I hereby agree to be personally responsible for the actions of this User with regard to this person's use and/or misuse of the MMLS.

A fee of \$25.00 is due with this application. The renewal fee will be billed to the Broker on the annual MREA dues statement. This fee is non-refundable and there is no pro-ration.

Broker Signature \_\_\_\_\_ Date \_\_\_\_\_ User Signature \_\_\_\_\_ Date \_\_\_\_\_
Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

MREA Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Completed document may be turned in to Mesquite Real Estate Association by fax, email, mail or in person.