



# Lake Havasu Association of REALTORS®

## APPLICATION FOR REALTOR® MEMBERSHIP

I hereby apply for REALTOR® Membership in the **Lake Havasu Association of REALTORS® (LHAR)**, enclosing payment in the amount of \$\_\_\_\_\_ for a one time application fee and \$\_\_\_\_\_ \* for my annual dues payable to the Lake Havasu Association of REALTORS®. I understand that my dues will be returned to me in the event of non-election and that the application fee is nonrefundable. I will attend orientation within **120** days from date of application. Failure to meet this requirement may result in having my membership terminated. In the event of my election, I agree to abide by the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, which includes the duty to arbitrate (or to mediate if required by the association) and the Constitution, Bylaws and Rules and Regulations of the above named Association, the State Association and the National Association, and if required, I further agree to satisfactorily complete a reasonable and non-discriminatory written examination on such Code, Constitutions, Bylaws and Rules and Regulations. I understand membership brings certain privileges and obligations that require compliance. Membership is final only upon approval by the Board of Directors and **may be revoked should completion of requirements, such as orientation, not be completed within timeframe established in the association's bylaws.** I understand that I will be required to complete periodic Code of Ethics training as specified in the association's bylaws as a continued condition of membership.

### LHAR OFFICE USE ONLY

Join Date:

NRDS ID #

User ID:

Password:

**Entered Date:**

LHAR:

MLS:

SentriLock:

Emailed:

Published:

**120-Day Completion**

**Due by:** \_\_\_\_\_

MLS:

Orientation:

NAR Online:

Contract:

Ethics:

**BoD Approval:**

**Sworn In:**

**NOTE:** Applicant acknowledges that if accepted as a member and he/she subsequently resigns from the Association or otherwise causes membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of membership upon applicant's certification that he/she will submit to the pending ethics proceeding and will abide by the decision of the hearing panel. If applicant resigns or otherwise causes membership to terminate, the duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided the dispute arose while applicant was a REALTOR®.

\* Amount shown is prorated according to month joining unless membership was held the previous year. I hereby submit the following information for your consideration:

**APPLICATION FOR:** ☐ Designated REALTOR® ☐ REALTOR® ☐ Branch Office Manager ☐ Appraiser

Multiple Listing Only: ☐ DB Broker ☐ Subscriber ☐ MLO Appraiser ☐ \_\_\_\_\_

☐ Primary Member ☐ Secondary Member - Name of Primary Association: \_\_\_\_\_  
☐ Letter of Good Standing

### PERSONAL INFORMATION:

First Name				Middle Name					
Last Name				Suffix <input type="checkbox"/> Jr, <input type="checkbox"/> III, <input type="checkbox"/> Sr, <input type="checkbox"/> Etc.					
Nickname (DBA):									
Home Address:									
City:				State:			Zip:		
Home Phone:				Cell Phone:					
Personal Fax:									
E-mail Address:				Secondary E-mail:					
Website Address URL:									
Real Estate License #									
Date of Birth:									

Licensed/Certified Appraiser: <input type="checkbox"/> Yes <input type="checkbox"/> No	Appraisal License #	
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<b>COMPANY INFORMATION:</b>			
Office Name:			
Office Address:			
Office Phone:		Fax:	
License Number:		Office NRDS #:	

<b>PREFERRED MAILING/CONTACT INFORMATION:</b>			
Initial Password for Association Site (if applicable):			
Preferred Phone: <input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Cell			
Preferred E-mail: <input type="checkbox"/> Primary E-mail <input type="checkbox"/> Secondary E-mail			
Preferred Mailing: <input type="checkbox"/> Home <input type="checkbox"/> Office <input type="checkbox"/> Member Mail Alternate			
May the Association, as well as the State and the National Associations, communicate with you via text message?			<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Member Mailing Alternate:</b>			
Address:			
City:		State:	
		Zip:	

<b>APPLICANT INFORMATION:</b>	
Are you presently a member of any other Association of REALTORS®? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, name of Association	
Type of membership held:	
Have you previously held membership in any other Association of REALTORS®? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, name of Association	
Type of membership held:	
Have you been found in violation of the Code of Ethics or other membership duties in any Association of REALTORS® in the past three (3) years or are there any such complaints pending? <input type="checkbox"/> Yes <input type="checkbox"/> No	
(If yes, provide details.)	
If you are now or have ever been a REALTOR®, indicate your NAR membership (NRDS) #	
Last date (year) of completion of NAR's Code of Ethics training requirement:	
Have you ever been refused membership in any other Association of REALTORS®? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, state the basis for each such refusal and detail the circumstances related thereto:	

Do you hold, or have you ever held, a real estate license in any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If so, where:	
Have you or your firm been found in violation of state real estate licensing regulations or other laws prohibiting unprofessional conduct rendered by the courts or other lawful authorities within the last three years? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, provide details:	
Have you or your firm been convicted of a felony or other crime? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, provide details:	

OPTIONAL INFORMATION	
Field of Business (Specialties)?	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Residential Property Management <input type="checkbox"/> Commercial Property Management <input type="checkbox"/> Other:
Facebook:	Google +:
LinkedIn:	Twitter:
Designations: <input type="checkbox"/> GRI <input type="checkbox"/> ABR <input type="checkbox"/> CRS <input type="checkbox"/> ePRO <input type="checkbox"/> SRS <input type="checkbox"/> SRES <input type="checkbox"/> SRES® <input type="checkbox"/> MRE <input type="checkbox"/> rCRMS <input type="checkbox"/> CCIM <input type="checkbox"/> ALC <input type="checkbox"/> CRB <input type="checkbox"/> BPOR <input type="checkbox"/> RSPS <input type="checkbox"/> SFR <input type="checkbox"/> Other:	
Number of years engaged in the real estate business:	
Languages Spoken?	

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 **Lake Havasu Association of REALTORS®** are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

I hereby acknowledge that LHAR, AAR, and NAR are authorized to distribute member's name, company name, business address, email address, company phone and fax number on their respective websites. Member agrees to notify LHAR immediately if their information changes.

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 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.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

# Lake Havasu Association of REALTORS®

Upon completion of the application and payment of dues per the policies of the Lake Havasu Association of REALTORS®, the following **REQUIREMENTS MUST BE COMPLETED WITHIN 120 DAYS. Please Select the Class Dates you will be attending.**

**1. Tour & Orientation Class | 8:00A.M.-12:00P.M.**

- As part of the Orientation Class, new members are required to attend the Wednesday morning Tour Meeting at 8:00am in the REALTOR® Convention Center. You will need to pick up a tour sheet located on the table to your left when entering the facilities. Tour the homes & have each host initial your tour sheet & then return to the Association for the 2<sup>nd</sup> half of the new member Orientation Class at LHAR.
- Wednesday, January 3, 2024
- Wednesday, March 6, 2024
- Wednesday, May 1, 2024
- Wednesday, July 10, 2024
- Wednesday, September 4, 2024
- Wednesday, November 6, 2024

**2. FairHaven – A Fair Housing Simulation**

Complete the 4/4 Transactions on the NAR Fair Housing simulation at <https://fairhaven.realtor/>  
\*Once completed you will need to send the certificate to [emily@havasurealtors.com](mailto:emily@havasurealtors.com)

**3. NAR Orientation Online Videos**

NAR Orientation online videos available online at <https://learning.realtor/diweb/catalog/item?id=9157311>  
*You will need to create a new account with the instructions provided in your new member packet.*  
\*Once completed you will need to send the certificate to [emily@havasurealtors.com](mailto:emily@havasurealtors.com)

**4. 3 Hour Code of Ethics Class (page 5 of the application)**

New Member Code of Ethics Training available online @ [www.nar.realtor](http://www.nar.realtor). You will need your NRDS #.  
\*Once completed you will need to send the certificate to [emily@havasurealtors.com](mailto:emily@havasurealtors.com)

**5. Contracts Class | In person: 9AM – 4 PM**

- Tuesday, January 23, 2024
- Tuesday, March 12, 2024
- Tuesday, May 14, 2024
- Tuesday, September 10, 2024
- Tuesday, November 19, 2024

**6. FlexMLS Basic Training | 9:00AM-12:00PM**

- Thursday, January 4, 2024
- Thursday, February 1, 2024 (Zoom)
- Thursday, March 7, 2024
- Thursday, April 4, 2024
- Thursday, May 2, 2024
- Thursday, June 6, 2024 (Zoom)
- Thursday, July 11, 2024
- Thursday, August 1, 2024
- Thursday, September 5, 2024 (Zoom)
- Thursday, October 3, 2024
- Thursday, November 7, 2024
- Thursday, December 5, 2024 (Zoom)

**7. New Member Induction | General/Annual Membership Meetings**

New REALTOR® agents are also required to attend a General Membership Meeting and be sworn in no later than the second membership meeting after they have been approved by the Board of Directors or their membership will be suspended until they do attend a General Membership Meeting. You will be notified once your requirements have been met and you are eligible to be sworn in.

I acknowledge that I must meet all the above requirements #1-5 on or before: \_\_\_\_\_, and that I must attend the General/Annual Membership meeting as described in #6. (120 Days)

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Brokers Signature: \_\_\_\_\_

Date: \_\_\_\_\_ (Agent Listing Privileges ☐ YES ☐ NO)

## New Member Code of Ethics Orientation Requirement

As a new member of the Lake Havasu Association of REALTORS®, Arizona and National Associations of REALTORS® you are required to complete a 2 ½ hour training course on the REALTOR® Code of Ethics. This mandate from the National Association of REALTORS® is enforced by your local association and must be completed within **120 days** of your join date, per Article 5 Section 4 of the Associations Bylaws.

The class may be completed online at [www.nar.realtor](http://www.nar.realtor), or if an approved course is offered prior to your scheduled New Member Orientation you may complete the ethics training class.

To complete the exam online, follow the simple steps below.

1. You will need your NRDS ID Number. Your ID is \_\_\_\_\_
2. Online go to: [www.nar.realtor](http://www.nar.realtor).
3. Click on the link at the top of the page that says “**Sign In**”. (*Already registered skip to #6 below*)
4. Click “**Register**” and follow the directions to register with the National Association of REALTORS®. You will be asked for your NRDS ID in this step.
5. Once registered, the National Database takes about 1 hour to update its records and will recognize you as a user there after.
6. Once your registration has been confirmed, log in using the “**LOGIN**” link at the top of the page on [www.nar.realtor](http://www.nar.realtor) and your page.
7. On the homepage of the National Association of REALTORS under popular links click on **Code of Ethics**.
8. On the Code of Ethics page, to the right - Click on Code of Ethics Training Link
9. Select the **FREE COURSE FOR NEW MEMBERS** link to begin the examination (Existing and/or Secondary members will need to select “**Free Course for Existing Members**”).

### **Quick Notes:**

1. The course can be completed in one session (approximately 2 ½ hours), or can be exited after the Quick Review Quiz in any lesson and restarted at the beginning of the next lesson. Failure to complete the Quick Review Quiz prior to exiting the course will require that lesson to be taken over.
2. You may begin and stop the exam at any time, but be sure to save your answers as you complete the exam.
3. You have 30 days to complete the course from the original starting date.
4. If you fail the exam, immediately re-take the exam. You will find that the questions are almost identical. Reviewing your incorrect answers will help you the next time you attempt the exam.
5. Once you have passed the exam, the National Association of REALTORS® will automatically notify us. There is no need to send us any documentation.

Should you have questions through this process, please call the National Association of REALTORS® at 1-800-874-6500 and ask for a representative who can assist you with the “**New Member Ethics Training**”.

Upon successful completion of the course you must submit proof to the Association office for credit of course completion within 120 days.

I acknowledge that I have read and understand the above requirements.

\_\_\_\_\_

Initial



**The Lake Havasu Association of REALTORS®**  
**The Lake Havasu Association of REALTORS® Multiple Listing Service**  
**MLS Subscriber Agreement**

I, \_\_\_\_\_, REALTOR®/Agent (Subscriber) an independent agent with the real estate firm of \_\_\_\_\_, (Firm) request subscription in The Lake Havasu Association of REALTORS® Multiple Listing Service (MLS).

In requesting subscription, I agree that I, REALTOR®/Agent (Subscriber) will be responsible for any user fees which are due and payable for individual services rendered, as set forth in the fee schedule available to Subscriber. It is further understood that all **MLS Fees are non-refundable**.

Subscriber agrees to indemnify and hold MLS harmless from all claims and liability relating to use of the MLS system and services.

As a Subscriber, I have read, understand, and agree to abide by the MLS Bylaws and MLS Rules and Regulations. Additionally, I understand that the information obtained from MLS is confidential proprietary market information which is available only to Participants and Subscribers of the MLS. I agree that I only will provide access to or information from the MLS in accordance with the MLS Bylaws and MLS Rules and Regulations. Violation of this provision is a violation of the MLS Bylaws and MLS Rules and Regulations, and is subject to a fine or any other sanction provided for in the MLS Bylaws and/or MLS Rules and Regulations.

All data and photos submitted to the MLS becomes the property of The Lake Havasu Association of REALTORS® Multiple Listing Service. However, this does not restrict a Subscribers ability to use the data/photos. As a Subscribers, I further acknowledge that all data available to Subscribers through the MLS service and system is provided "as is" and neither MLS nor its data supplier makes any warranties, express or implied, as to its merchantability or fitness for a particular purpose. As a Subscriber, I agree to utilize all data received by the MLS in accordance with the MLS Rules and Regulations. REALTOR®/Agent (Subscriber) is hereby noticed that all data obtained from the MLS System is federally copyrighted. Providing MLS information to unauthorized recipients may be a copyright violation. Any violation of said copyright will be prosecuted to the fullest extent of the law.

This Subscriber Agreement may be terminated upon written notice to the MLS and can be terminated by the MLS in accordance with the MLS Bylaws and MLS Rules and Regulations. Upon termination, I understand all active listings will be released from the MLS system and all data obtained from the MLS must be immediately destroyed (except those records required to be kept by law) or holder of said data will be in violation of the federal copyright.

\_\_\_\_\_  
REALTOR®/Agent (Subscriber) (*signature*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designated REALTOR® / Broker (*print name*)

\_\_\_\_\_  
Designated REALTOR® / Broker (*signature*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name