



**OFFICE APPLICATION FOR PARTICIPATION**  
**(To be filled out by Designated REALTOR® only)**  
**(Also used for name change and license number change)**

FIRM LICENSE NUMBER \_\_\_\_\_ DATE: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_

FIRM ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_ Street City Zip  
FAX: (\_\_\_\_) \_\_\_\_\_

DESIGNATED REALTOR® LICENSE #: \_\_\_\_\_ EMAIL Address \_\_\_\_\_

DESIGNATED REALTOR® NAME: \_\_\_\_\_

PRIMARY BOARD/ASSOCIATION: \_\_\_\_\_

PARTICIPATION TO REALCOMP THROUGH: \_\_\_\_\_ DEARBORN \_\_\_\_\_ DETROIT \_\_\_\_\_ NOCBOR  
\_\_\_\_\_ GMAR \_\_\_\_\_ LIVINGSTON \_\_\_\_\_ ETAR \_\_\_\_\_ GPBR \_\_\_\_\_ LUTAR

**INTERNET AUTHORIZATION:**

The default for this service is set to “yes” include my office listings with addresses. You, as the Designated REALTOR®, have the ability to modify this by simply logging in to Realcomp *Online*® and choosing Office Admin, and then Office Preferences from the menu.

**MULTIPLE LISTING SERVICE AGREEMENT:**

**The parties acknowledge that the Designated REALTOR® has all ownership rights in the data they provide to the MLS for distribution. Designated REALTOR® agrees:**

- Realcomp is authorized to assemble the compilation and to market, distribute and otherwise promote the sales of the properties represented by the Designated REALTOR® to other Designated REALTOR® Subscribers and their licensees;
- Designated REALTOR® agrees to abide by the Bylaws, Policies, Rules & Regulations and all official guidelines of the Realcomp II Ltd. Multiple Listing Service;
- Designated REALTOR® is responsible for submitting the property information to Realcomp and updating same in accordance with Realcomp’s approved Rules & Regulations;
- Designated REALTOR® may terminate participation by notifying Realcomp pursuant to its policies and procedures.

**Realcomp acknowledges that:**

- Designated REALTOR® may request and Realcomp will provide a copy of all of said Designated REALTORS® information included in Realcomp in a format to be specified by Designated REALTOR®;
- Each distribution of Listing Designated REALTORS® data outside of the MLS requires written permission of the Listing Designated REALTOR®;
- Realcomp is responsible for maintaining the U.S. Copyright of the compilation on behalf of its Shareholders and to enforce said copyright to protect the compilation from being distributed to our published in any way by any third party not specifically authorized by Designated REALTOR® to use same.



**I agree to notify the participating Shareholder Board/Association of all licensees affiliated with my firm now and in the future and will request that they attend and complete the MLS Orientation classes.**

**I hereby certify that the following roster is a complete and current listing of all licensed individuals affiliated with my firm in which I am a Principal, Partner or Corporate Officer.**

**I hereby understand and agree that the Realcomp II Ltd. Multiple Listing Service does not verify any of the information submitted by the undersigned or licensed individuals affiliated with my firm and further agree to hold Realcomp II Ltd. harmless against any liability arising from any inaccuracy or inadequacy of any information provided to Realcomp II Ltd. by the undersigned, my firm or licensed individuals affiliated with my firm.**

SIGNED: \_\_\_\_\_  
Designated REALTOR®

REALCOMP MONTHLY FEES (subject to change)

PER QUARTER

Office Fee	\$75.00
User Fee	\$117.00

(User Fee is the number of licenses in an office times \$117.00 per quarter)

SIGNED: \_\_\_\_\_  
Designated REALTOR®

Use the following page to list active licenses in your office.

