



**FOR OFFICE USE ONLY**

Member # \_\_\_\_\_  
 Office # \_\_\_\_\_  
 New / Transfer / Secondary / Reinstatement (circle one)  
 NRDS # \_\_\_\_\_

## REALTOR® Membership Application

Membership Type:  Agent-REALTOR®  Broker-Designated REALTOR®  Associate Broker  Appraiser  
 Primary  Secondary  Transferring from another Association

If applying for Secondary membership, please name your primary association \_\_\_\_\_  
 Previous board/association membership?  Yes  No If yes, where/when? \_\_\_\_\_

**Applicant**

**Name as it appears on your real estate, appraiser or broker's license:**  
 First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 VA Real Estate License # 0225- \_\_\_\_\_ Appraiser License # (if applicable) \_\_\_\_\_

Home Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 Email Address (required) \_\_\_\_\_  
 Website \_\_\_\_\_  
 Language(s) spoken \_\_\_\_\_  
 Preferred Contact Number  Home  Cell  Office Preferred Mailing Address  Home  Office

**Office**

Office Name \_\_\_\_\_  
 Office Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Office Phone \_\_\_\_\_ Office Fax \_\_\_\_\_  
 If you are a Broker - VA Corporate License # \_\_\_\_\_

**Professional**

Do you have any outstanding Code of Ethics complaints or unsatisfied ethics or arbitration decisions, unpaid arbitration awards, unpaid financial obligations to any REALTOR® association or MLS service?  Yes  No

Has your membership in any Association of REALTORS® been refused, suspended, or revoked?  Yes  No

Have you been convicted of a felony?  Yes  No

**If you answered yes to any of the above questions, provide written details.**

Are you licensed in any other state?  Yes  No If yes, in which State \_\_\_\_\_ Date Licensed \_\_\_\_\_

**Dues/Fees**

	PWAR App Fee	PWAR	NAR	VAR	VAR App Fee	RPAC*	Total
January	\$150.00	\$350.00	\$195.00	\$185.00	\$185.00	\$35.00	\$1,065.00
February	\$150.00	\$350.00	\$182.50	\$185.00	\$185.00	\$35.00	\$1,052.50
March	\$150.00	\$350.00	\$170.00	\$185.00	\$185.00	\$35.00	\$1,040.00
April	\$150.00	\$262.25	\$157.50	\$138.75	\$185.00	\$35.00	\$893.50
May	\$150.00	\$262.25	\$145.00	\$138.75	\$185.00	\$35.00	\$881.00
June	\$150.00	\$262.25	\$132.50	\$138.75	\$185.00	\$35.00	\$868.50
July	\$150.00	\$175.00	\$120.00	\$92.50	\$185.00	\$35.00	\$722.50
August	\$150.00	\$175.00	\$107.50	\$92.50	\$185.00	\$35.00	\$710.00
September	\$150.00	\$175.00	\$95.00	\$92.50	\$185.00	\$35.00	\$697.50
October	\$150.00	\$87.50	\$82.50	\$46.25	\$185.00	\$35.00	\$551.25
November	\$150.00	\$87.50	\$70.00	\$46.25	\$185.00	\$35.00	\$538.75
December	\$150.00	\$87.50	\$57.50	\$46.25	\$185.00	\$35.00	\$526.25

**Secondary Members** pay PWAR dues, plus \$50 application fee.

**Sentrilock Access**, annual fee \$165.00 (pro-rated quarterly)

\*RPAC Contribution is voluntary, but not tax deductible

**TRANSERRING MEMBERS** There is no application fee or orientation class necessary for active transferees. A Letter of Good Standing must be received from previous Association.

Do you currently have a Sentrilock account?

Yes No

Do you want to transfer your Sentrilock account? Yes No

Account transfer must be done within 90 days to avoid additional fees. If yes, please attach a photo copy of your Sentrilock card with your pin # and password, so we can complete the transfer.

If you have a Reciprocal Key Access Agreement with another association, you must fill out and complete another Reciprocal Key Access Agreement with PWAR in order to continue with access to the other associations. We would also need a copy of your Maryland and/or DC license.

**NEW MEMBER ORIENTATION** As part of application procedures for REALTOR® membership, I understand that I must attend a new member orientation within 90 days of application. Cancellations must be made 48 hours in advance of orientation day. If I fail to meet this requirement, I understand that 1) My application will be denied 2) All membership services will be terminated, including but not limited to use of Sentrilock services 3) I will have to reapply for membership and pay a \$150 reinstatement fee with a Letter of Good Standing. No Orientation course is required for secondary members or those transferring a primary membership.

**DUES/FEES** There will be no refund of dues or fees paid by the applicant unless applicant is denied membership.

I hereby apply for Membership in the REALTOR® Association of Prince William (PWAR), and I have enclosed my payment in the amount of \$\_\_\_\_\_ which I understand will only be refunded in the event I am not accepted for membership. In the event my application is approved, I agree as a condition to membership to complete the Orientation, Fair Housing and Ethics Course as prescribed by the Association, and otherwise on my own initiative to thoroughly familiarize myself with the Code of Ethics of the National Association of REALTORS® including the duty to arbitrate business disputes in accordance with the Code of Ethics and Arbitration Manual of the Association and the Constitutions, Bylaws, and Rules and Regulations of the REALTOR® Association of Prince William, the Virginia Association of REALTORS®, and the National Association of REALTORS®, and I further agree to complete satisfactorily a reasonable and nondiscriminatory written examination covering such Code, Constitutions, Bylaws, and Rules and Regulations, and to duly arbitrate. I further agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitutions, Bylaws, and Rules and Regulations, and duty to arbitrate, all as from time to time amended. Finally, I consent that and authorize the Association, through its Governance Committee or otherwise, to invite and receive information and comment about me from any Member or other person, and I agree that any information and comment furnished to the Association by any Member or other person in response to any such initiation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, liable or defamation of character.

Applicant acknowledges that if accepted as a Member and he/she subsequently resigns or is expelled from membership in the Association with an ethics complaint or arbitration request pending, the Board of Directors may condition renewal of membership upon applicant's verification that he/she will submit to the pending ethics or arbitration proceeding and will abide by the decision of the Hearing Panel; or if applicant resigns or is expelled from membership without having complied with an award in arbitration, the Board of Directors may condition the renewal of Membership upon his/her payment of the award, plus any costs that have previously been established as due and payable in relation thereto, provided that the award and such costs have not, in the interim, been otherwise satisfied.

PWAR's annual dues calendar is from January to December. Invoices are emailed in the 4th quarter of the year.

**FORMS OF PAYMENT** PWAR accepts Cash, Check, Visa, MasterCard, Discover and American Express for fees. Sentrilock fees must be paid by any major credit card or check. Returned check fee \$50.

If you wish to pay by credit card please attach a separate sheet with the following information: Name as displayed on credit card, Credit card number, Expiration date and the signature of authorized user. This separate sheet will be destroyed after processing.

**MEMBER INFORMATION** Applicant acknowledges that the board/association will maintain a membership file of information which may be shared with other boards/associations where applicant subsequently seeks membership. This file shall include: previous applications for membership; all final findings of Code of Ethics violations within the time limit specified in the decision letter and violations of other membership duties within the past (3) years; pending complaints alleging violations of the Code of Ethics or alleging violations of other membership duties; incomplete or pending disciplinary measures; pending arbitration requests; and information related to unpaid arbitration awards or unpaid financial obligations to the board/association or its Multiple Listing Service. If any information on the real estate, appraiser or broker license should change or is found to be conflicting with what is in the PWAR database, PWAR reserves the right to update its system to reflect the change based on the license issued by the Department of Professional and Occupational Regulation (DPOR).

#### **SIGNATURES**

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 facts is grounds for revoking my membership, if granted.

\_\_\_\_\_  
Applicant

Date \_\_\_\_\_

I hereby agree to assist the REALTOR® Association of Prince William in seeing that the above mentioned real estate agent fulfills his/her membership obligation by attending a Fair Housing, Orientation and Ethics course within ninety 90 days from date of application and to be inducted into the Association at the end of the New Member Orientation course.

\_\_\_\_\_  
Broker

Date \_\_\_\_\_