



Bay Area Real Estate Information Services, Inc.
 153 Stony Circle, Suite 200 Santa Rosa, Ca 95401
 Po Box 3367 Santa Rosa, Ca 95402
 (707) 575-8000 Fax (707) 577-0140

Email: membership@norcalmls.com

Fax #: (707) 577-0140

From: _____

Date: _____

- ♦ BAREIS MLS® covers the five counties of Sonoma, Marin, Napa, Solano & Mendocino. BAREIS MLS® members also have access to MetroList, San Francisco Association, MLS Listings, East Bay, Sutter/Yuba, & Nevada County through our data share agreement.
- ♦ On www.bareis.com you can find all of our forms and information including BAREIS MLS® Rules & Regulations, Bylaws, weekly tour information, statistical information, training schedules, lists of service centers; their contact information and hours, etc.

Please allow a minimum of 2 business days for processing, provided the application is complete and payment received.

Non-Licensed Assistant Application Checklist: (*Required)

- *Confirm that the billed agent or broker is an active member of BAREIS MLS® and has signed your application.
- If you are licensed, confirm that your license is NBA status on BRE. If your license goes active, you must notify BAREIS MLS® and join as a Subscriber member.
- *Non-Licensed Assistant Application
- Billing Information – Please make sure the billed Broker/Agent is provided as assistants do not have accounts.

Please pay the amount that coincides with the date you submit the application.

Aug 28 th – Sept 28 th		Sept 29 th – Oct 27 th		Oct 30 th – Nov 27 th		Nov 28 th – Dec 28 th		Dec 29 th – Jan 26 th	
September	\$23.00			Nov & Dec	\$46.00	Dec	\$23.00		
4 th Qtr.	\$69.00	4 th Qtr. 2016	\$69.00	1 st Qtr. 2018	\$69.00	1 st Qtr. 2018	\$69.00	1 st Qtr. 2018	\$69.00
Total Due	\$92.00	Total Due	\$69.00	Total Due	\$115.00	Total Due	\$92.00	Total Due	\$69.00

Bay Area Real Estate Information Services, Inc. (BAREIS MLS®)

Non-Licensed Assistant Application

Please fax or email to (707) 577-0140 membership@norcalmls.com

If you are licensed, you will need to fill out the Subscriber Application and contact BAREIS MLS® for information regarding Licensed Assistant policies.

All **Bold Fields** are required.

Assistant Name: _____

Office Name: _____ **Office ID:** _____

Office Address: _____ **City** _____ **Zip** _____

Office Phone #: _____

E-mail Address: _____

**Please allow 2 business days for processing. You will be e-mailed to the address above.*

Agent / Broker to be billed for Assistant: _____ **Agent ID:** _____

Assistant access is \$69 per quarter. The initial payment must be submitted in order to process application.

I authorize _____ to attend MLS classes and perform online functions including entering and modifying listings.

Access to Branch Office only

Company Wide Access

Asst. to Agent only

CONFIDENTIALITY OF BAREIS INFORMATION:

I further agree and understand that, should the above named person misuse or disclose BAREIS MLS® information to any non-member that I will be in violation of 5.4 of the BAREIS MLS® Rules and Regulations: "Administrative users may not provide any BAREIS MLS® data to persons other than the Participant or Subscriber under whom the administrative user is registered."

Assistant Signature: _____ **Date:** _____

Billed Agent Signature: _____ **Date:** _____

Broker Participant Signature: _____ **Date:** _____

Please cancel Assistant: _____ **Assist. ID:** _____

Name of assistant canceling.



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Staff Use Only

Agent ID: _____ BT ID: _____

Office ID: _____ BT BRE: _____

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Credit Card Authorization Form

Please fax or email to (707) 577-0140 membership@norcalmls.com

All fields must be completed for the credit card to be processed.

I _____, authorize Bay Area Real Estate Information Services, Inc. (BAREIS
Please Print Name of Card Holder

MLS®) to charge my credit card: Visa MasterCard (*American Express and Discover are not accepted*)

In the amount of \$ _____ Expiration Date _____
Month Year

16 Digit Card Number _____ 3-Digit Code _____

Billing address _____
Address

_____ *City Zip*

Cardholder Signature _____ Date _____

Payment being made for _____ Agent ID _____
Please Print Name of Member

Office Name _____ Email _____

***Please note:** *If credit card is declined upon 2nd attempt, a \$25 failed credit card fee will be assessed.*

Auto-Pay: Would you like to authorize BAREIS MLS® to automatically charge this credit card for your quarterly membership fees? If so, please read and sign the following:

I authorize Bay Area Real Estate Information Services, Inc. (BAREIS MLS®) to charge this credit card on a quarterly basis. I understand this charge will occur automatically prior to the 5th of February, May, August, and November.

Cardholder Signature _____

BAREIS MLS® will not send you a statement for your quarterly membership fees while this credit card is valid. You will be notified via e-mail anytime your credit card is charged. If your card is expired or charges are declined you will be notified via e-mail. If BAREIS MLS® does not receive current credit card information, your Quarterly Credit Card payment will be cancelled and you will receive a statement via e-mail.



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