



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

Fax or 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 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
 - *Make sure your password is legible, using 6-12 characters. Please remember this password as it will not be included in your welcome email.*
- Billing Information – Please make sure the billed Broker/Agent is provided as assistants do not have accounts.
- *Payment in the form of Cash, Check made payable to BAREIS MLS®, or BAREIS MLS® Credit Card Authorization Form

Jan 3 rd – Jan 27 th		Jan 30 th – Feb 24 th		Feb 27 th – March 29 th		March 30 th – April 28 th		May 1 st – May 26 th	
		Feb & Mar	\$46.00	March	\$23.00			May & June	\$46.00
1 st Qtr.	\$69.00	1 st Qtr.	\$69.00	2 nd Qtr.	\$69.00	2 nd Qtr.	\$69.00	2 nd Qtr. 2017	\$69.00
Total Due	\$69.00	Total Due	\$115.00	Total Due	\$92.00	Total Due	\$69.00	Total Due	\$115.00

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 #: _____ **Desired Password:** _____

6-12 Alphanumeric Characters

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 in order for the credit card to be processed.

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

to charge my credit card: Visa MasterCard In the amount of: \$ _____
We do NOT accept American Express or Discover

16 Digit Card Number: _____ - _____ - _____ - _____ Exp: _____ / _____
Month Year

3-digit card code*: _____ [*The 3 digit code is the last 3 digits of the number found on the back of
your credit card above your signature.]

Billing address of credit card: _____
Address City Zip

Cardholder Signature: _____ Date: _____ / _____ / _____

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

Office Name: _____

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

BAREIS MLS® offers a “Quarterly Credit Card” form to have your quarterly fees automatically deducted from your credit card.
If you are interested in setting this up, please contact our accounting department or you can find the form on our website:
www.BAREIS.com under “Membership Forms”.



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