



# ORIENTATION

The material presented within this course is for informational and educational purposes only. It should not be used to provide guidance to your customers or clients in lieu of competent, certified legal advice. All parties involved in the development of this course shall not be liable for any inappropriate use of this information beyond the purpose stated above. As a student, you should understand that it is your responsibility to adhere to the laws and regulations pertaining to any aspect of this course and the materials presented within.



# About the Organization

This lesson focuses on the following topics:

- Welcome
- BAREIS History
- Organizational Structure
- Committee Structure
- BAREIS Membership Requirements

# WELCOME

Welcome to Bay Area Real Estate Information Services, Inc.  
(BAREIS)

We're glad to have you as part of our organization, and as a new member, this online orientation program was designed to help you understand the policies and protocol of BAREIS MLS. Information is critical to your ability to evaluate, price, and market property. BAREIS MLS is dedicated to providing you with that information, and we're here to assist you in learning how to utilize BAREIS MLS and related products so that you may reach your full potential in your career as a real estate professional.

# WELCOME

You have chosen to become a real estate professional and as a professional, it is your responsibility to be familiar with:

- The laws that govern your professional license
- The laws that govern the real estate industry and the transaction you will facilitate
- The rules and regulations of the professional societies you belong to, including BAREIS MLS

# WELCOME

BAREIS is your MLS, a mutual benefit membership corporation established to own and operate a multiple listing service database.

The MLS is the vehicle for real estate professionals to:

- Establish legal relationships with other real estate professionals to cooperate in the sale, lease, or exchange of real property, and to contribute to a central database of available properties for the purpose of appraising and marketing property.
- It shall not be a condition of participation or membership in BAREIS that a participant or subscriber offer or accept compensation to other participants or subscribers.
- BAREIS does not fix, control, recommend, regulate, or maintain commissions, commission splits, or the business models of the members.

# BAREIS HISTORY

Bay Area Real Estate Information Services (BAREIS) was created in 1997 through the combined efforts of five real estate trade organizations in the Bay Area. The founding organizations were the Marin Association of REALTORS<sup>®</sup>, Napa Association of REALTORS<sup>®</sup>, Northern Solano Association of REALTORS<sup>®</sup>, Solano Association of REALTORS<sup>®</sup>, and the Sonoma County Multiple Listing Service.

**The organization began full operations  
in May of 1998.**

# BAREIS HISTORY

In October 2000 the Mendocino County MLS joined the effort, followed by the Coastal Co-Op Brokers, representing the southern coast of Mendocino County and the northern coast of Sonoma County, in November 2003

**BAREIS now serves approximately 8,000 members in five counties: Marin, Mendocino, Napa, Solano, and Sonoma**

# ORGANIZATIONAL STRUCTURE

The organization is governed by a board of directors, elected by the membership, and made up of BAREIS members. Each year BAREIS holds a general election. Principal Brokers (class A members) can run for a seat on the board. Associate Brokers and Sales agents (class C members) can gain a seat on the board if nominated by the Marin Association of REALTORS®, North Bay Association of REALTORS®, Northern Solano County Association of REALTORS®, or Solano Association of REALTORS®.

## **Bay Area Real Estate Information Services, Inc.**



Board of Directors  
Fourteen Directors



Executive Committee

- Committee of the Board
- May Act on behalf of the Board

## ORGANIZATIONAL STRUCTURE

The mission of BAREIS is to “Deliver the most cost-efficient and innovative services to our members to enhance the value of their business.”

The BAREIS Board of Directors is charged with determining overall policy for the corporation, managing the assets of the corporation, and establishing the Rules and Regulations governing the Multiple Listing Service and Membership.

## Committee Structure

The following committees meet monthly or on an as-needed basis:



### Finance Committee

- Advisory Committee
- Appointed by the Board
- Reviews financial positions
- Recommends budget



### Rules Committee

- Advisory Committee
- Approved by the Board
- Recommends changes to the Rules
- Reviews the Rules
- Reviews the Appeals



### Research & Technology Committee

- Advisory Committee
- Appointed by the Board
- Reviews Future Technology & Products



### MLS Committee

- Advisory Committee
- Reviews changes & enhancements to the MLS system

## COMMITTEE STRUCTURE

When formulating policy or establishing rules, the BAREIS Board of Directors seeks input from the membership through a number of volunteer committees. The committees are made up of volunteers from throughout the region that help provide detailed analysis of problems and proposals, and submit recommendations to the Board of Directors.

Your help is always needed and appreciated.  
If you wish to volunteer to serve on a committee,  
please contact BAREIS



Finance Committee

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Rules Committee

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Research & Technology Committee

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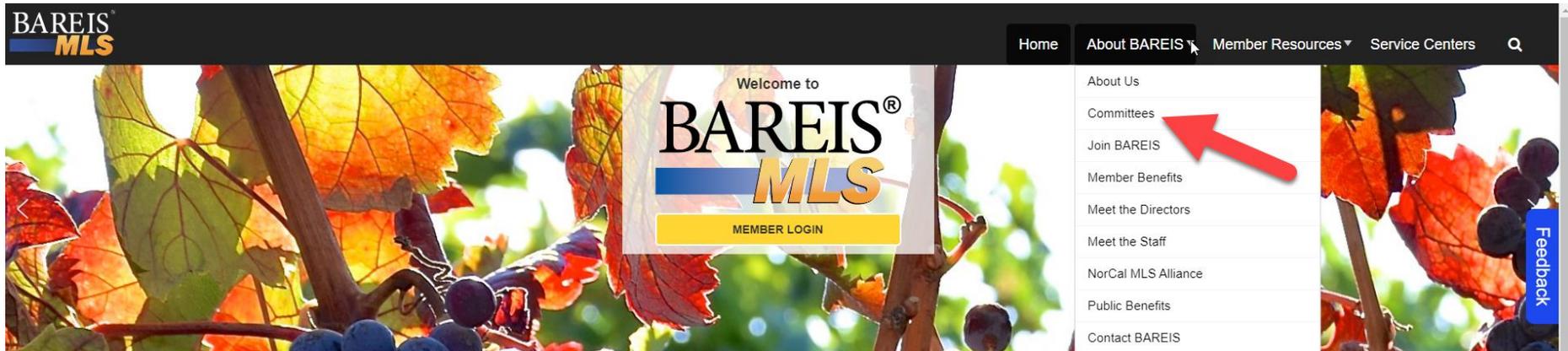
MLS Committee

- Advisory Committee
- Reviews changes & enhancements to the MLS system

## COMMITTEE STRUCTURE

A list of the committee members can be found on

[www.BAREIS.com](http://www.BAREIS.com)



Property Search



Billing & Payments



Key & Lockbox



Training



Support



## BAREIS MEMBERSHIP REQUIREMENTS

BAREIS membership consists of “Participants” and “Subscribers” and they are defined as follows.



Broker Participant



Appraiser Participant



Real Estate Subscriber



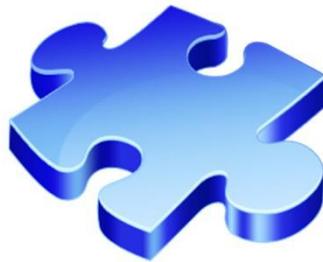
Appraiser Subscriber



Administrative Users

## BAREIS MEMBERSHIP REQUIREMENTS

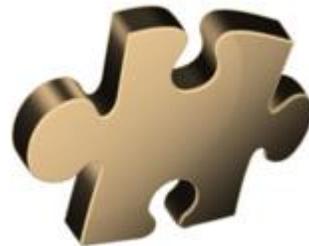
- *Broker Participant* – is a Person who holds a valid California Department of Real Estate broker license (a “Real Estate Broker” or “Broker”) and is either a sole proprietor or is a principal, partner, corporate officer, or branch manager acting on behalf of a business entity and is authorized to Cooperate with other Brokers.



Broker Participant

## BAREIS MEMBERSHIP REQUIREMENTS

- *Appraiser Participant* – An individual that holds a valid California appraiser's certificate or license and is a principal, partner, corporate officer, or branch manager acting on behalf of the appraiser participant.



Appraiser Participant

## BAREIS MEMBERSHIP REQUIREMENTS

- *Real Estate Subscriber* – A California real estate licensee or broker who is employed or affiliated as an independent contractor with a Broker Participant.



Real Estate Subscriber

## BAREIS MEMBERSHIP REQUIREMENTS

- *Appraiser Subscriber* – A California licensed or certified appraiser who is employed or affiliated as an independent contractor with an Appraiser Participant.



Appraiser Subscriber

## BAREIS MEMBERSHIP REQUIREMENTS

- *Administrative Users* – Individuals under the direct supervision of a Broker, Appraiser or Real Estate Agent who perform only administrative and clerical tasks that do not require a real estate license or appraiser's certificate or license.



Administrative Users

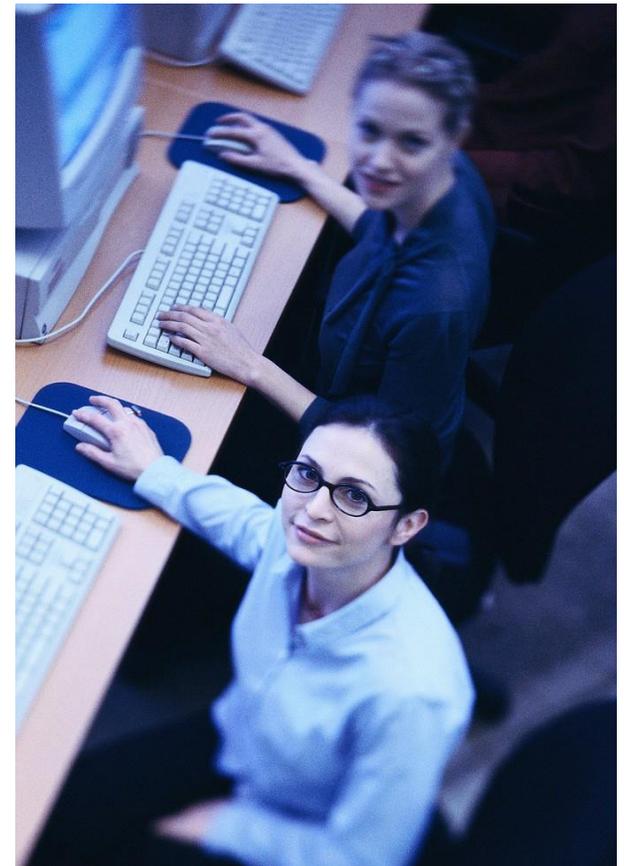
# BAREIS MEMBERSHIP REQUIREMENTS

- BAREIS uses e-mail extensively to communicate with the membership. BAREIS members are required to provide full contact information including a valid e-mail to BAREIS MLS. Your membership requires you to accept all communications from BAREIS.



# BAREIS MEMBERSHIP REQUIREMENTS

- To help you understand BAREIS' policies and procedures, all new members are required to complete the Orientation to BAREIS MLS and Introduction to Rapattoni training class within 60 days of becoming a member. This online course satisfies the orientation requirement.





PLEASE CLOSE  
THIS WINDOW  
AND PROCEED  
TO CHAPTER 1  
QUIZ