



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

Non-Licensed Assistant Coversheet

Email: membership@norcalmls.com

From: _____

Date: _____

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

- ♦ 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 and Sutter/Yuba 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.

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
- *A copy of your picture ID (Driver License, Passport, etc.)
- Billing Information – Please make sure the billed Broker/Agent is provided as assistants do not have accounts.

Dec. 30th - Jan. 29th		Jan. 30th - Feb. 28th		March 2nd - March 27th		March 30th - April 29th	
1st Qtr. 2020	\$69.00	Feb. & Mar. 2020	\$46.00	March 2020	\$23.00	2nd Qtr. 2020	\$69.00
		2nd Qtr.2020	\$69.00	2nd Qtr. 2020	\$69.00		
Total Due	\$69.00	Total Due	\$115.00	Total Due	\$92.00	Total Due	\$69.00
April 30th - May 29th		June 1st - June 29th		June 30th - July 29th		July 30th - August 28th	
May & June 2020	\$46.00	June 2020	\$23.00			Aug. & Sept. 2020	\$46.00
3rd Qtr. 2020	\$69.00	3rd Qtr. 2020	\$69.00	3rd Qtr. 2020	\$69.00	4th Qtr. 2020	\$69.00
Total Due	\$115.00	Total Due	\$92.00	Total Due	\$69.00	Total Due	\$115.00
August 31 - Sept. 28th		Sept. 29th - Oct. 29th		Oct. 30th - Nov. 25th		Nov. 30th - Dec. 29th	
September 2020	\$23.00			Nov. & Dec. 2020	\$46.00	December 2020	\$23.00
4th Qtr. 2020	\$69.00	4th Qtr. 2020	\$69.00	1st Qtr. 2021	\$69.00	1st Qtr. 2021	\$69.00
Total Due	\$92.00	Total Due	\$69.00	Total Due	\$115.00	Total Due	\$92.00

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

Non-Licensed Assistant Application

Please email to 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.

Staff Use Only

ID Verified

Agent ID: _____ **BT ID:** _____

Office ID: _____ **BT BRE:** _____



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Revised 03/04/2020

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

Credit Card Authorization Form

Please email to 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

to charge my credit card in the amount of: \$_____.

Credit card number: _____ Exp: ____ / ____
Month Year

Security code: _____

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 the second attempt, a \$25 failed-transaction credit card fee will be assessed.



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