



MLS CLERICAL ASSISTANT APPLICATION

Assistant Information

Assistant Name: _____
Print Name as it appears on DRE License (if licensed)

Address: (Residential) _____ Apt.: _____

City: _____ State: _____ Zip Code: _____

Assistant Phone: _____ Fax: _____ Email: _____

I do not hold a CA Real Estate License: (Initial here) _____

I do hold a CA Real Estate License: (Initial here) _____

Broker/ Agent/ Appraiser You Are Assisting:

Name: _____ i-Tech ID: _____

Email: _____

Office Information:

Firm Name: _____ Firm #: _____

Firm Address: _____ Suite #: _____

City: _____ Zip: _____ Phone #: _____

Agreement and Signatures:

1. I have received and agree to abide by the MLS Rules and Regulations of GAOR and all administrative policies. I will observe these Rules with such amendments as may be made hereafter as long as I remain an Assistant.
2. I am responsible for the security of my Assistant pass code and will not share or make it available to any person.
3. I further understand and agree that the Assistant will received a quarterly billing for MLS fees payable in advance per the terms outlined on the invoice.

Signature of Assistant

Date

Signature of Responsible Broker/Appraiser of the Office

Date

The above Assistant is affiliated with my office. This authorizes his/her access to the i-Tech Multiple Listing Service. I understand that I am responsible for the Assistant's use or misuse of the service in accordance with the Rules and Regulations.

REQUIRED

Broker/ Agent/ Appraiser of Record Signature: _____ Date: _____

Office/Brokerage Name: _____

For Association Use: Assistant # _____ Assistant Broker/Agent/Appraiser ID # _____



124 S. Isabel Street, Glendale, CA 91205

Phone: 818-241-2184 • Fax: 818-240-3572



CREDIT CARD AUTHORIZATION

This Form Does NOT Enroll You in Our MLS Auto-Pay Program

Date: _____ Name: _____
 Member ID: _____ Office Name: _____

For technical reasons, GAOR cannot open forms completed by iOS mobile devices. I understand that I can not submit this form from an iOS devices.

1 | Annual Association Dues (NAR, CAR, GAOR)

Board Dues (call for pricing) \$ _____ Affiliate Dues (call for pricing) \$ _____
Board fees do not qualify for our auto-pay program. This is not an auto-pay authorization form.
 GAOR Board Dues **Late Fee:** \$35.00 C.A.R. Board Dues **Late Fee:** \$50.00 Affiliate **Late Fee:** \$35.00

2 | Quarterly MLS Dues *Avoid Late Fees. Click Here to enroll in our MLS Auto-Pay Program*

Current Quarter (3 mo. **\$190**) Call for prorated amount. MLS Late Fee (Reactivation): \$35.00
Pre-Pay 1 Year (Pay All 4 Quarters Now): \$760.00 **Agent Assistant:** (Current Quarter: \$105)
 Call for prorated amount.

3 | SUPRA Services Click Here to Download the Supra eKey App: [iOS](#) [Android](#)

Supra **Lock Box** \$143.33 **4 Digit Shackle Code** Required for Lock Box
 Supra eKey Services: **CLICK HERE** to request that a Supra eKEY account be set up for you.

4 | Other Fees MEMBERS: For most classes and events, fees can be paid online in IMS (Internet Member Services)

GAOR Class \$ _____ GAOR Sponsorship or Event \$ _____ Call GAOR for Pricing
818-241-2184
 Other \$ _____ Class/Event/Other Description _____

NOTES: _____

TOTAL AMOUNT TO BE CHARGED: \$ _____

Email Address: _____ Phone# _____
 Credit Card Type: Visa Mastercard AmEx Discover **CVV** _____
 Credit Card Number: _____
 Cardholder Name: _____ Expiration Date: _____
 Billing Address: _____
 Cardholder Signature _____ Today's Date: _____

I authorize the Glendale Association of REALTORS® (GAOR) to charge my credit card for the items checked below:

PLEASE FAX TO 818-240-3572 -or- EMAIL TO GAOR@GAOR.ORG