



**EAST TENNESSEE
REALTORS®**

MLS Administrative Membership Application

I hereby make application for MLS Administrative Membership in the Multiple Listing Service of the East Tennessee Realtors®. **I certify that my access to the MLS is only to do work on behalf of my employer and that I am not an investor or any other entity applying to gain access to the MLS for my personal use or any other use.** In the event I am admitted to membership, I agree to abide by the MLS Rules and Regulations and Policies of the East Tennessee Realtors®. I understand that my access to the MLS is contingent upon my abiding by these rules, regulations and policies, my continued employment with an MLS Participant or a REALTOR® licensed with an MLS Participant and my direct supervision by my employer. I hereby submit the following information for your consideration:

Name of Applicant _____

E-Mail _____

Name of Firm _____ Phone _____ Fax _____

Address _____ City _____ State _____ Zip _____

I am applying for Administrative Membership because I am (check one):

An unlicensed Personal Assistant employed by a Member

(Name of REALTOR® Employer)

MLS ID #

An office administrator or secretary employed by my Firm

(Name of MLS Participant)

MLS ID #

Contact the Association for current amount due and mail application and fee to: East Tennessee Realtors®, 609 Weisgarber Road, Knoxville, TN 37919 or e-mail to teresa@etnrealtors.com.

Signature of Applicant

Date

As the MLS Participant, I certify that this applicant access to the MLS is only to do work on behalf of my firm and/or Agents and I certify this applicant is not an investor or any other entity applying to gain access to the MLS for their personal use or any other use of MLS Information.

Signature of MLS Participant (Broker)

Date

The Broker Participant will be billed directly for the Annual MLS Fees for administrative users at the same time as the annual MLS billing and will notify the MLS immediately of any change in the status of said administrative user.