

APPLICATION FOR OFFICE STAFF MLS ACCESS

1. Name of Office Staff _____
2. Name of Real Estate Firm _____
Office Address _____ City _____
State & Zip _____ Phone No. _____ Fax # _____
3. Your Voice Mail # _____ Your Cell Phone _____
Your E-mail address (required) _____
4. Name of Designated Broker _____ His/Her Lic. # _____
5. Your Home Address _____ City _____
State & Zip _____ Home Phone _____

I agree that as a condition of my participation in NTREIS, as office staff for the above named company, I must complete the MLS orientation training course(s) as prescribed by NTREIS. Furthermore, I will receive a personal password and login that **may not** be shared with anyone (*NTREIS Rules & Reg., Section 9.04*). **Sharing of password/login may result in termination of MLS Access.**

Signature of Office Staff Member _____ Date _____

I agree to assume responsibility for the actions of the above Office Staff as required by the NTREIS Rules & Regulations and the Texas Real Estate Commission.

Signature of Designated Broker _____ Date _____

**WAIVER FORM FOR INDIVIDUAL
NORTH TEXAS REAL ESTATE INFORMATION SYSTEMS, INC. ("NTREIS")**

THIS AGREEMENT is made and entered into by the undersigned party ("Individual") in conjunction with Participant's request for exemption from Subscription fees of NTREIS.

1. The below-named Individual shall be exempt from the NTREIS Subscription fees if such Individual meets any one or more of the requirements set forth in paragraph 5.
2. Such exemption is effective for the remainder of the calendar year in which the Waiver Form is filed with the NTREIS, unless sooner terminated. The exemption for any Individual shall automatically be revoked upon that Individual's utilization of the NTREIS in any manner, except as specified in paragraph 5 below.
3. For the purposes of this Agreement, utilization of the NTREIS is further defined, but not limited to, the following actions:
 - * Use of NTREIS on-line computer systems
 - * Offering NTREIS benefits to real property owners
 - * Attending NTREIS area meetings

4. CERTIFICATION OF INDIVIDUAL AFFILIATED WITH A NTREIS PARTICIPANT:

Name of Individual to be waived

R.E. License #

Associated with: _____
Name of Participant (Broker)

Company or Firm Name and Address

I HEREBY CERTIFY THAT THE ABOVE NAMED INDIVIDUAL DOES NOT UTILIZE THE NTREIS AND IS ELIGIBLE FOR A NTREIS WAIVER FOR ONE OR MORE OF THE FOLLOWING REASONS:

5. PLEASE CHECK THE BOXES THAT APPLY:

- Commercial salesperson who never lists, shows, sells, appraises or leases residential real property filed with the NTREIS
- Property Manager who collects rents only and does not lease, sell, appraise or list units for sale in the NTREIS.
- Other than a Participant, a corporate officer who does not show, list, sell, appraise or lease real property.
- Clerical office staff of a NTREIS Participant, (Licensed Personal Assistants of Subscribers do not qualify under this exemption) excluding office/sales managers/team leaders, whether licensed or unlicensed, who do not list, show, sell or appraise real property**
- Unlicensed Personal Assistants of Subscribers: Provide the name & license number of the agent you assist

- _____
 Appraisers, who are engaged exclusively in commercial appraisals, and who do not utilize the NTREIS. (Note: Application for MLS access must be completed)

****Note to Participants: Any person given an "05" administrative access code has access to your entire inventory and full administrative access to all information for the branch office where they are registered.****

6. If the Individual utilizes the NTREIS at any time, the NTREIS Participant (Broker) set forth in paragraph 4 is obligated to pay an additional individual Subscription fee on behalf of the Individual for the current quarter and any other calendar quarter that the Individual used the NTREIS. The NTREIS Participant (Broker) is further subject to a fine of \$50.00 per day (following a 30 day grace period) for each Individual using the NTREIS, plus any additional fines, dues and payments that may be established by the NTREIS.

A list of persons waived will be published regularly by the NTREIS.

I agree that if the Individual named above utilizes the NTREIS in any way, I will notify the NTREIS, through the local MLS provider, and pay the required fees and/or fines set forth he

Signature of Individual

Signature of NTREIS Participant

Date: _____

FAX TO GLAR AT 972-436-2184