

# Sussex County Association of REALTORS®

Multiple Listing Service

WAIVER APPLICATION

SCAOR MEMBER

July 1, 2011 - June 30, 2012

**Waivers with no box checked will be incomplete forms and MLS access will be suspended.**

**Please ensure the correct box is checked to avoid interruption in services.**

The REALTOR® Participant of the Service shall be exempt from payment of Multiple Listing subscription fees for any individual employed in an administrative capacity or affiliated as an independent contractor with the Participant, if that individual qualifies for the following waiver criteria. **Check the exemption below that applies.**

- A rental agent** whose duties do not include the sale or referral of real estate, which would result in a commission being paid and receives no MLS access.
- An individual who is **not licensed**, is employed in an administrative capacity, **by a Broker/Manager** and works for the office and can enter/change company listings.
- An individual who is **not licensed**, but is employed in an administrative capacity, working with an independent contractor (i.e. agent)
- An individual with an Appraisal trainee **license (x4)** held by an Appraisal Participant, who has not yet passed the exam and completed the 2000 trainee hours.

Such waivers shall be effective until **June 30<sup>th</sup> of each year, at which time a new request for waiver and yearly fee of \$50.00 must be submitted to the Sussex County Association of REALTORS Multiple Listing Service,** in a form approved by the MLS Committee. The waiver for any individual shall automatically be revoked upon the individual's unauthorized utilization of the Service in any manner inconsistent with the MLS rules and regulations.

**CERTIFICATION OF INDIVIDUAL AFFILIATED WITH A REALTOR® PARTICIPANT IN THE MULTIPLE LISTING SERVICE:** By signing this agreement, I certify that I do not use the Multiple Listing Service other than in an *administrative* capacity, and understand that if I should utilize the Multiple Listing Service for any other purpose, the Participant with whom I am will be charged a \$1,000 fine for unauthorized access of the MLS system. I also agree to comply with all MLS Rules and Regulations.

**CERTIFICATION BY REALTOR® PARTICIPANT OF THE MULTIPLE LISTING SERVICE AS TO INDIVIDUAL'S CERTIFICATION ABOVE:** In accordance with the Multiple Listing Service Rules and Regulations Compliance Guideline, Section VI-Prohibited Activities and Unauthorized access states, "The SCAOR Office must be notified immediately if any waiver has a change of status that would cause the person to be included in the MLS dues formula for the office. Waiver user I.D.'s and passwords are assigned to a specific person and are not transferable". **When an employee is replaced or terminates, a new waiver form must be completed and the former employee taken out of the system within 7 calendar days, and the new employee put in the system.**

I agree that if the below named individual utilizes the Multiple Listing Service inconsistent with the exclusions of this waiver, I will notify the SCAOR MLS of a change in access and pay the required subscription fee(s) or be subject to a fine. All waivers must attend the required orientation class within 30 days of signature.

\_\_\_\_\_  
Name of Participating MLS OFFICE

\_\_\_\_\_  
Print Name of Participant (Broker of Record)

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Waiver Applicant

\_\_\_\_\_  
Signature of Waiver Applicant

\_\_\_\_\_  
Date

SCAOR MLS ADMINSTRATIVE SECTION (OFFICE USE)

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