



# APPLICATION FOR PRINCIPAL REALTOR® MEMBERSHIP

**APPLICATION MUST BE ENTIRELY COMPLETED FOR CONSIDERATION.**

**DATE:** \_\_\_\_\_

I hereby apply for admission to the LAKE & GEAUGA AREA ASSOCIATION OF REALTORS® as a principal broker of a REALTOR® company. I agree that if my membership is approved, I will abide by the constitution, by-laws and all other rules, regulations and resolutions adopted by the board. I also agree to adhere to the REALTORS® Code of Ethics. I further agree to arbitrate all disputes arising out of my relationship with other REALTORS® and the public in accordance with the by-laws of said board.

COMMERCIAL     RESIDENTIAL

Name of Applicant:  Mr.     Ms. \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_ Phone (H): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Title: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Website: \_\_\_\_\_

Phone (B): \_\_\_\_\_ Fax: \_\_\_\_\_

Corporation's File Number: \_\_\_\_\_

When was your sales license issued? \_\_\_\_\_ File Number: \_\_\_\_\_

When was your broker's license issued? \_\_\_\_\_ File Number: \_\_\_\_\_

EMPLOYMENT: Please list all firms you have been associated with as a licensed agent (include length of employment):

\_\_\_\_\_  
\_\_\_\_\_

AFFILIATIONS: List affiliate organizations, if any, in which you hold membership and/or professional designations. (examples: CCIIR, SIOR, CCIM, CPM, CRE, et cetera.): \_\_\_\_\_

Do you belong, or have you belonged to another board?     Yes     No

If yes, which one? \_\_\_\_\_

Please include NRDS#: \_\_\_\_\_

Do you have sales agents who belong to that board?     Yes     No    How many? \_\_\_\_\_

Do you hold or have you held a real estate license in another state?     Yes     No

Has your real estate license in this or any other state ever been suspended or revoked?     Yes     No

Are there outstanding complaints against you with the Ohio Real Estate Commission?     Yes     No  
(if yes, submit details on a separate sheet)

How is your real estate practice chartered?  
 individual     DBA     partnership     corporation     LLC

What is your position with the firm?  
 principal     partner     corporate officer     independent contractor  
 employee     trustee     other \_\_\_\_\_

**- CONTINUED ON NEXT PAGE -**

Rev. 6/09



**APPLICATION FOR  
PRINCIPAL REALTOR® MEMBERSHIP (cont.)**

**RESIDENTIAL APPLICANTS PLEASE FILL OUT THE FOLLOWING PORTION OF THIS FORM:**

Have you filed bankruptcy personally in the last 5 years?     Yes     No

Have any of your businesses/companies filed bankruptcy in the last 5 years?     Yes     No

**REQUIRED SIGNATURE**

I understand that, upon my acceptance as principal REALTOR® member of the Lake & Geauga Area Association of REALTORS®, I am responsible for REALTOR® association dues and Multiple Listing Service charges incurred by me, my associates and my company. With my signature below, I also hereby authorize the Lake & Geauga Area Association of REALTORS® to obtain information on my personal credit history.

**Applicant's Signature:** \_\_\_\_\_

**COMMERCIAL APPLICANTS PLEASE FILL OUT THE FOLLOWING PORTION OF THIS FORM:**

**INVOLVEMENT:** List committees and activities that you have participated in to further your profession over the past five years:

I. Indicate below the percentage of real estate activity, by category, conducted by you during the last 24 months:

_____ Office	_____ Apartments	_____ Retail	_____ Land
_____ Industrial	_____ Residential	_____ Investments	_____ Other

**- CONTINUED ON NEXT PAGE -**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**APPLICATION FOR  
PRINCIPAL REALTOR® MEMBERSHIP (cont.)**

3. Summarize your C/I real estate experience. (Highlight recent transactions, property management responsibilities, appraisals, etc.)

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**Applicant's Signature:** \_\_\_\_\_

**\*PLEASE SEE THE 7-POINT MEMBERSHIP QUALIFICATION CRITERIA OF  
THE NATIONAL ASSOCIATION ON THE NEXT PAGE**

FOR OFFICE USE ONLY	
ENTRY DATE:	_____
AMOUNT PAID:	_____
<input type="checkbox"/> NEW MEMBER	<input type="checkbox"/> STATUS CHANGE

Rev. 6/09

7-POINT MEMBERSHIP QUALIFICATION CRITERIA OF THE NATIONAL ASSOCIATION.

MEMBERSHIP QUALIFICATION

The National Association of REALTORS® has a long-standing policy of avoiding arbitrary action by any Member Board concerning membership that is violative of law or public policy.

The National Association licenses to Member Boards the right and duty to control the use of the terms REALTOR®, REALTORS®, and REALTOR®- Associate, and to determine those qualified to use the terms. In granting such right and responsibility, the National Association does not contemplate that Member Boards will impose arbitrary regulations contrary to practices governing professional or trade organizations or requiring members to conduct their business according to the methods unrelated to ethical conduct. Article I, Section 2, of the NAR Bylaws, as amended November 1973 currently reads:

“No Member Board, nor any Institute, Society or Council, shall apply any arbitrary numerical or other inequitable limitation on its membership, nor adopt any rule, regulation, practice or policy inconsistent with or contrary to any policy adopted by the Board of Directors.”

From 1960 to 1985, the Directors of the National Association have considered and approved 39 “interpretations” concerning membership practices by Boards of REALTORS® and have declared such practices to be “equitable” or “inequitable.” These “interpretations” serve as guidelines of membership policy to Member Board of REALTORS®.

More concisely, the 7-Point Membership Qualification Criteria for applicants for REALTOR® Membership who are sole proprietors, partners, or corporate officers in a real estate firm provide the “outside limits” for requirements permissible by a Board of REALTORS® in order for the Board to be in compliance with National Association policy. In order to apply the 7-Point Membership Criteria at the local Board level, the Board must specify the criteria in the Board’s Bylaws. The Board may elect to adopt all, some, or none of the criteria, but those which are adopted must be included in the Board’s Bylaws.

The following 7-Point Membership Qualification Criteria are the most rigorous qualifications which may be required by a Board of REALTORS in the consideration of an applicant for REALTOR Membership who is a sole proprietor, partner, or corporate officer in a real estate firm. They were developed by the Membership Committee, National Association, to provide “reasonable and nondiscriminatory written requirements for membership.” The 7-Point Criteria and explanatory notes as to their appropriate application have the approval of legal counsel, National Association, and were approved by the Board of Directors of the NATIONAL ASSOCIATION OF REALTORS® February 5, 1974, and mended in 1982, 1985 and 1990.

Applicants for REALTOR® Membership who are sole proprietors, partners, or corporate officers in a real estate firm may be required to supply satisfactory evidence that they have:

- 1. A VALID REAL ESTATE LICENSE (AND ARE ACTIVELY ENGAGED IN THE REAL ESTATE BUSINESS AND ITS RECOGNIZED BRANCHES).

Explanation: “A valid real estate license” is intended to mean that applicants for REALTOR® Membership who are sole proprietors, partners, or corporate officers in a firm engaged in the real estate business must maintain a current, valid real estate brokers or salespersons license or must be licensed or certified by an appropriate state regulatory agency to engage in the appraisal of real property.

The term “actively engaged” in business contemplates that the licensed or certified applicants will have an office for the conduct of real estate business and shall hold themselves out to the public as being actively engaged in the real estate business, and shall actively seek and service real estate business. It does not contemplate that applicants must devote all or even a majority of their time to the real estate business or derive any particular percentage of their income from such business. It does not contemplate that applicants shall have no other job or occupation.

Where question arises as to whether or not applicants are “actively engaged” in

the real estate business, they shall be given the opportunity to present evidence concerning the actual and intended scope of their business activities. In the event any applicant for membership is rejected on the basis of failure to be “actively engaged,” the Board should promptly seek a declaratory judgment from a court of competent jurisdiction affirming the propriety of such rejection.

- 2. A PLACE OF BUSINESS WITHIN THE BOARD JURISDICTION

- 3. NO RECORD OF OFFICIAL SANCTIONS INVOLVING UNPROFESSIONAL CONDUCT.

Qualifications: No recent or pending bankruptcy is intended to mean that the applicant or any real estate firm in which the applicant is a sole proprietor, general partner, or corporate officer is not involved in any pending bankruptcy or insolvency proceedings or has not been adjudged bankrupt in the past three (3) years. If a bankruptcy proceeding as described above exists, membership may not be rejected unless the Board establishes that its interests and those of its members and the public could not be adequately protected by requiring that the bankrupt applicant pay cash in advance for Board and MLS fees for up to one (1) year from the date that membership is approved or from the date that the applicant is discharged from bankruptcy (whichever is later). In the event that an existing member initiates bankruptcy proceedings, the member may be placed on a “cash basis” from the date that bankruptcy is initiated until one (1) year from the date that the member has been discharged from bankruptcy.

- 5. COMPLETED THE BOARD INDOCTRINATION COURSE.

Qualification: It is presumed that the Indoctrination Course to be completed as a prerequisite for membership is confined to the subjects of the Constitution, Bylaws, policies, rules and regulations of the local Board, State Association, and the National Association as well as the Code of Ethics of the National Association. If is not contemplated that completion of the Indoctrination Course covering topics included in the licensing examination will be required for qualification.

- 6. SIGNIFIED THEIR INTENTION TO ABIDE BY THE NATIONAL ASSOCIATION OF REALTORS® CODE OF ETHICS.

- 7. SIGNIFIED THEIR INTENTION TO ABIDE BY THE CONSTITUTION, BYLAWS, POLICY, AND RULES AND REGULATIONS OF THE LOCAL BOARD, STATE ASSOCIATION, AND THE NATIONAL ASSOCIATION OF REALTORS®.

Explanation: By such agreement in the application, applicants assume a continuing membership obligation.

IMPORTANT NOTE TO MEMBER BOARDS

1. When a Board declines to accept an applicant on the basis of failure to satisfy Point 1. (actively engaged), Point 3 (no record of official sanctions involving unprofessional conduct), and/or Point 4. (no recent or pending bankruptcy), it is recommended that the Board seek a declaratory judgment in the civil courts, affirming its decision. Board legal Counsel will advise as to the proper form and procedures in seeking a declaratory judgment. A sample statement or form which may be used for this purpose is included as Appendix B, Page 32, Professional Standards Training Manual. No petition should be prepared except by Board legal counsel.

REVISED: 4/24/90
11/12/90
2/4/91

CONCUR \_\_\_\_\_ (applicant’s signature)