



## Participation Classification

There are two levels in MLSListings Inc. (MLSListings): Participant or Subscriber

### Who Can Be a Participant?

There are two classifications of participants. One participant is a broker participant who is a California licensed real estate broker (3.1.1). The other participant is an appraiser participant who is a California licensed or certified appraiser (3.1.2). Participants are individuals who are the principal, partner, corporate officer or branch manager acting on behalf of a principal. Aside from the license, the distinction between the two is that a broker participant must be capable of offering and accepting compensation in the capacity of a real estate broker.

### What is a Subscriber?

There are two classifications of subscribers. One subscriber is a real estate subscriber, who is an individual with a California real estate license or broker who is employed by or affiliated as an independent contractor with a broker participant (3.2.1). The other subscriber is an appraiser subscriber, who is an individual with a California appraiser's license or certification (3.2.2). Appraiser subscribers are employees of appraiser participants. Appraisers who are independent contractors may only join as participants. Subscribers must be sponsored by participants who are MLS members. (3.1).

### What is the difference between Participant access and Subscriber access?

None. These levels determine the initial participation fee only, not accessibility. All users have full access to the MLS database at all times. Designated Participants (office brokers) have the ability to run reports.

### Since many appraisers work for institutions, such as banks, and are not principal officers, are they required to join the MLS if the institution has an individual who has joined as a participant?

Yes. An appraiser who is an employee of an institution is required to join the MLS if the institution has an individual who has joined the MLSListings MLS as an appraiser participant. The employee appraiser would join as a subscriber (3.2.2).

### Must I be a member of a Real Estate Association to be a Subscriber to MLSListings?

No. MLSListings believes, however, that your participation in a real estate association is extremely beneficial.

## Fees and Payments

MLSListings offers an excellent package and a competitive fee schedule.

### Is there an initial application or registration fee?

Yes. There is an initial fee for participants (brokers), subscribers (agents) and subscribers upgrading to participants (4.1.1 and Initial Participation Fee-Appendix B/Fees).

### Does a subscriber have to elect the same Real Estate Association or Service Center as the one elected by their participant?

It is the participant's (broker's) prerogative whether or not a subscriber must elect the same Service Center. If the participant, however, is a member of a Realtor® Association, the subscriber must also be a member of a Realtor® Association.

### Is there an ongoing participation or access fee?

Yes. As an MLS subscriber, your monthly fees include unlimited, 24-hour database access, member-loaded listings and changes, one photo per listing for selected property classes, orientation and training, and customer/technical support. This fee is billed based upon the payment plan you select. (Monthly Participation Fee-Appendix B/Fees).



## When Will I be Billed?

There are three payment options for you to choose from. You can elect any one of the plans at your renewal date. All bills are sent to the broker's mailing address unless you have completed the Mailing Address Change Form (page 3) and returned it to us.

<b>Plan 1:</b>	3 Months in Advance (\$62.00/month)	\$186
<b>Plan 2:</b>	6 Months in Advance (\$56.00/month)	\$336
<b>Plan 3:</b>	12 Months in Advance (\$50.00/month)	\$600

## When will MLS service be suspended for nonpayment?

Service will be suspended by MLSListings and the keycard will be disabled by your Association, if payment of fees is not received within 15 days of the due date. A past due invoice will be sent to you. In addition, if an agent receives a citation and the fee is not paid within 30 days of the date on the notice, services will be discontinued. We do send a courtesy email prior to shut-off.

## How do I get reinstated if I have been placed on suspended status?

Service can be restored by paying a reinstatement fee (Reinstatement Fee-Appendix B/Fees) plus any past due invoices. If service was discontinued due to failure to pay a citation, service can be reinstated immediately upon payment of the citation.

## Is the participant responsible for the payment of fees owed by their subscribers?

Yes and no. MLSListings directly invoices each individual and takes responsibility for collection of all monies owed by each individual. However, if payment is past due, a past due invoice is sent directly to the participant for follow-up.

## If the participant is suspended or terminated, are his/her subscribers' access to MLS services affected?

Yes. Subscriber access depends on the participant's good standing.

## Since the subscriber's access to the MLS services depends upon the participant's good standing, what is the next step if in fact a participant is suspended?

If the existing participant is suspended or terminated, then a subscriber who is a broker needs to upgrade to participant status to activate service to the MLS (Initial Participation Fee/Subscriber Upgrade to Participant-Appendix B/Fees).

## How do I discontinue service with MLSListings?

You must notify MLSListings or your Service Center in writing at least fifteen (15) days prior to the time you wish to have service terminated. If an agent has received a citation, has not paid it and wants to discontinue service, the outstanding citation remains in the record and will become due should the agent wish to rejoin. The outstanding amount of the citation will be added to the fees to rejoin.

## May I temporarily discontinue my use of the MLS?

No. MLSListings does not offer any temporary service arrangement to discontinue use of the MLS. However, inactive or "lapsed" membership accounts may be reinstated to their original due date for a \$90 fee, in addition to one of the three payment options, or the subscriber can rejoin as a new member according to the current fee schedule.