

YOUNGSTOWN COLUMBIANA ASSOCIATION OF REALTORS® , INC.

5405 MARKET STREET  
YOUNGSTOWN, OHIO 44512  
788-7026 FAX (330) 788-4329



**APPLICATION FOR SECONDARY MEMBERSHIP**  
**DESIGNATED REALTOR®**

This application consists of an application form, the criteria for membership qualification, and Addendum #1. Completion of Addendum #1 by the applicant is voluntary, and will only be used to assist the Association in establishing historical data regarding its members. This form will not be used in evaluating an applicant's qualifications for membership.

**Subject to acceptance by the Board of Directors  
of the Youngstown Columbiana Association of REALTORS®**

FILE # \_\_\_\_\_ COMPANY LICENSE # \_\_\_\_\_

(APPLICANTS NAME: \_\_\_\_\_  
( ) Mr. ( ) Mrs. ( ) Ms. (first) (m.i.) (last)

FIRM NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_  
(street) (city) (zip)

E MAIL ADDRESS: \_\_\_\_\_

BUSINESS PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_ BIRTHDAY \_\_\_\_\_

I hereby apply for membership in the above Association. I agree as a condition to membership to thoroughly familiarize myself with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, including the duty to arbitrate business disputes in accordance with the Code of Ethics and Arbitration of the local Association and the Constitution, Bylaws, and Rules and Regulations of the above named Association, the State Association and the National Association. I further agree that my act of paying my dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitutions, Bylaws, Rules and Regulations and duty to arbitrate, all as from time to time amended. Finally, I consent to and authorize the local Association, through its Membership Committee or otherwise, to invite and receive information and comment about me from any Member or other person, and I agree that any information and comment furnished to the Association by any Member or other person in response to any such invitation shall be conclusively deemed to be privileged and not from the basis of any action by me for slander, libel or defamation of character.

**NOTE:** Applicant acknowledges that if accepted as a Member and he/she subsequently resigns or is expelled from Membership in the Association with an Ethics complaint or Arbitration request pending, the Board of Directors may condition renewal of membership upon applicant's verification that he/she will submit to the pending Ethics or Arbitration proceeding and will abide by the decision of the Hearing Panel: or if applicant resigns or is expelled from Membership without having complied with an award in Arbitration, the Board of Directors may condition renewal of membership upon his/her payment of the award, plus any costs that have previously been established as due and payable in relation thereto, provided that the award and such costs have not, in the interim, been otherwise satisfied.

I agree that, if accepted into Membership in the Youngstown Columbiana Association of REALTORS®, I will pay the fees and dues, as from time to time established by the Board of Directors. Upon expiration of said Membership for any cause, I will discontinue the use of the term "REALTOR®".

HOME ADDRESS: \_\_\_\_\_  
(street) (city) (zip)

HOME TELEPHONE NO: \_\_\_\_\_

**\*YOU MUST NOTIFY THE BOARD OF ANY ADDRESS CHANGE WITHIN 30 DAYS**

Former Real Estate firms:

\_\_\_\_\_  
(company) (city) (date)

\_\_\_\_\_  
(company) (city) (date)

Specialty Field: Residential \_\_\_\_\_ Commercial \_\_\_\_\_

Are you a member of any other real estate board? NO ( )

If YES, Name of Board: \_\_\_\_\_

Have you held membership previously in any other real estate board? NO ( ) if YES, name, location, type of membership held, and dates for time period of each membership: \_\_\_\_\_

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

Have you ever been refused membership in any other real estate board? NO ( ) if YES, state basis for each such refusal and detail the circumstances:\_\_\_\_\_

\_\_\_\_\_

Are you now employed or engaged in any other business or profession? NO ( ) if YES, position and location:\_\_\_\_\_

\_\_\_\_\_

Do you hold, or have you ever held a real estate license in any other state? NO ( ) if YES, specify:\_\_\_\_\_

\_\_\_\_\_

Has your real estate license in this, or any other state, ever been suspended or revoked? NO ( ) if YES, specify the places and dates of such action and detail circumstances relating thereto:\_\_\_\_\_

\_\_\_\_\_

Are there now, or have there been within the past five years, any complaints against you or the firm with which you have been associated before any state real estate regulatory agency or any other agency of government? NO ( ) if YES, specify the substance of each complaint in each state, the agency before which the complaint was made, and the current status or resolution of such complaint:\_\_\_\_\_

\_\_\_\_\_

Have you ever been convicted of a felony? NO ( ) if YES, give details:\_\_\_\_\_

\_\_\_\_\_

Do you have any findings of Code of Ethics violations and/or violations of other membership duties in any other association within the past three (3) years? NO ( ) if YES, give details:\_\_\_\_\_

\_\_\_\_\_

Do you have any pending ethics complaints or hearings in any other association? NO ( ) If YES, give details:\_\_\_\_\_

\_\_\_\_\_

Do you have any unsatisfied discipline pending in any other association? NO ( ) if YES, give details:\_\_\_\_\_

\_\_\_\_\_

Do you have any pending arbitration requests or hearings in any other association? NO ( ) if YES, give details:\_\_\_\_\_

\_\_\_\_\_

Do you have any unpaid arbitration awards or unpaid financial obligations to any other association or CRIS/MLS? NO ( ) If YES, give details:\_\_\_\_\_

I HEREBY CERTIFY THAT THE FOREGOING INFORMATION FURNISHED BY ME IS TRUE AND CORRECT, AND I AGREE THAT FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION AS REQUESTED, OR ANY MISSTATEMENT OF FACT, SHALL BE GROUNDS FOR REVOCATION OF MY MEMBERSHIP IF GRANTED.

DATE: \_\_\_\_\_ APPLICANT'S SIGNATURE: \_\_\_\_\_

THE FOLLOWING ITEMS MUST ACCOMPANY APPLICATION IN ORDER TO PROCESS:

1. A copy of your real estate license.
2. A letter of good standing from your local board.
3. One check:           \$125.00 Application Fee.  
                              \$ 25.00 New Member Application Fee (OAR)  
                              OAR Fee Applies: ( ) Yes ( ) No  
                              \$237.00 Annual Local Dues (pro-rated )  
                              \$ 10.00 Community Service Fee (Not Pro-rated)

PLEASE MAKE ONE CHECK PAYABLE TO:  
**THE YOUNGSTOWN COLUMBIANA ASSOCIATION OF REALTORS®**

**\*\*NOTE\*\***

Annual dues includes a subscription to the following publication: OAR'S The Ohio REALTOR®, NAR'S REALTOR® and YCAR'S Mahoning Valley REALTOR®.

Dues to the Youngstown Columbiana Association Of REALTORS® are pro-rated monthly and The Ohio Association of REALTORS®, and the NATIONAL ASSOCIATION OF REALTORS® dues are prorated quarterly from date of application for membership.

Upon resignation, or suspension or termination of membership, there shall be no refund of dues, fees, fines or other assessments which have been paid by the member.

Any questions regarding this application can be referred to the Association office at 330-788-7026.

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To be filled out by BROKER who is making application.

CHECK WHETHER: Individual ( ), DBA ( ), Partnership ( ), Corporation ( )

My title or position with the firm: \_\_\_\_\_  
\_\_\_\_\_

PARTNERS, ASSOCIATES, OFFICERS (If a Corporation) (MUST BE FILLED IN)

1. \_\_\_\_\_

2. \_\_\_\_\_

(Give names of Senior Partners or Officers first)

No. of salespersons \_\_\_\_\_. (Include copies of licenses with this application. Upon your approval, the agents in your office will have 30 days to make application).

References may be made to the following members of the Youngstown Columbiana Association of REALTORS® who know me:

1. \_\_\_\_\_  
(name) (address) (phone no.)

2. \_\_\_\_\_  
(name) (address) (phone no.)

Personal and Credit references:

Bank: \_\_\_\_\_

Other: \_\_\_\_\_

Trust (escrow) account maintained at: \_\_\_\_\_

Education completed: \_\_\_\_\_

First entered the real estate business \_\_\_\_\_ at \_\_\_\_\_

Have you been engaged continuously in the business since then? ( ) YES If NO, inactive what years? \_\_\_\_\_

How many years have been active as: Salesman\_\_\_\_, Broker\_\_\_\_, Other\_\_\_\_\_

In what other business have you engaged: \_\_\_\_\_

\_\_\_\_\_ How long? \_\_\_\_\_

\_\_\_\_\_ How long? \_\_\_\_\_

First licensed in Ohio \_\_\_\_\_, and continuously licensed since \_\_\_\_\_  
\_\_\_\_\_.

Established in present location \_\_\_\_\_. Most recent  
previous location \_\_\_\_\_

Resident here since \_\_\_\_\_. Previous residence \_\_\_\_\_  
(city, county, or state)

Is the office address as stated, your principal place of business? ( ) YES ( ) NO, if you have  
any branch offices, please designate and give addresses and phone numbers: \_\_\_\_\_  
\_\_\_\_\_

In what phases of real estate do you specialize? \_\_\_\_\_

Have you participated in a Multiple Listing Service ( ) No if YES, where? \_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the foregoing information furnished by me is true and correct, and I agree  
that failure to provide complete and accurate information as requested, or any misstatement of  
fact, shall be grounds for revocation of my membership if granted.

Signed \_\_\_\_\_  
(Applicant)

Date \_\_\_\_\_

## **CRITERIA FOR APPLICANTS (BROKERS)**

### **MEMBERSHIP IN THE YOUNGSTOWN COLUMBIANA ASSOCIATION OF REALTORS®**

The following criteria for membership were developed by the Membership Committee of NAR, to provide “reasonable and non-discriminatory written requirements for membership”. The 7-point Criteria and explanatory notes as to their appropriate application have the approval of legal counsel, the National Association, and were approved by the Board of Directors of the National Association, on February 5, 1974 and amended in 1982, 1985, 1987, 1990 and 1991.

An applicant for REALTOR membership who is a sole proprietor, partner, or corporate officer in a real estate firm located within the jurisdiction of the Local Association may be required to supply satisfactory evidence that he/she has:

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

**EXPLANATION:** “A valid real estate license: is intended to mean applicants for REALTOR Membership who are sole proprietors, partners, or corporate offices in a firm engaged in the real estate business must maintain a current, valid real estate brokers or salesperson 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 employment 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 the business activities. In the event any applicant for membership is rejected on the basis of their failure to be “actively engaged”, the local Association should promptly seek a declaratory judgment from a court of competent jurisdiction affirming the propriety of such rejection.

2. A PLACE OF BUSINESS WITH THE LOCAL ASSOCIATION JURISDICTION.

3. NO RECORD OF OFFICIAL SANCTIONS INVOLVING UNPROFESSIONAL CONDUCT.

**QUALIFICATION.** “No record of official sanctions involving unprofessional conduct” is intended to mean that the local Association may only consider judgments against the applicant within the past three (3) years of violations of (1) civil rights laws; (2) real estate license laws; (3) or other laws prohibiting unprofessional conduct rendered by the courts or other lawful authorities, and (4) findings of violations of the REALTORS® Code of Ethics resulting in suspension or expulsion from any Member Board/Association in which applicant is or was a Member.

4. NO RECENT OR PENDING BANKRUPTCY

**QUALIFICATION.** “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 local Association 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 local Association and MLS fees for up to one (1) year from the date of 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 LOCAL ASSOCIATION ORIENTATION CLASS.

**QUALIFICATION.** It is presumed that the Orientation Class to be completed as a prerequisite to membership is confined to the subjects of the Constitutions, Bylaws, Policies, Rules and Regulations of the Local Association, State Association, and the National Association as well as the Code of Ethic of the National Association. It is NOT contemplated that completion of an Orientation Class covering topics included in the licensing examination will be required for qualification.

6. SIGNED HIS INTENTIONS TO ABIDE BY THE NATIONAL ASSOCIATION OF REALTORS® CODE OF ETHICS.

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

**EXPLANATION.** By such agreement in the application, the applicant assumes a continuing membership obligation.

**VOLUNTARY**

**ADDENDUM TO APPLICATION FOR MEMBERSHIP IN  
THE YOUNGSTOWN COLUMBIANA ASSOCIATION OF REALTORS**

Information supplied on this addendum is not required, but will assist the Association in establishing historical data regarding its members. Information furnished on this form will not be used in evaluating an applicant's qualifications for membership.

The sole purpose of gathering this information is to advance the goals of the Voluntary Affirmative Marketing Agreement (VAMA) signed by the NATIONAL ASSOCIATION OF REALTORS and the YOUNGSTOWN COLUMBIANA ASSOCIATION OF REALTORS.

Voluntary Information concerning the race/ethnic/national/origin of applicant:

- \_\_\_\_\_ White (not of Hispanic origin)
- \_\_\_\_\_ Black (not of Hispanic origin)
- \_\_\_\_\_ Hispanic
- \_\_\_\_\_ Asian or Pacific Islander
- \_\_\_\_\_ American Indian or Alaska Native

NAME: \_\_\_\_\_