

90 DAY PROVISIONAL REALTOR® MEMBERSHIP PROCEDURES

ATTENTION YCAR BROKERS:

- * A Broker **MUST** notify the office of the Youngstown Columbiana Association of REALTORS® of any new agents within 30 days of their licensing by the Ohio Division of Real Estate and Professional Licensing.
- * A Broker **MUST** notify the Association office of any agent transfers or reinstatements within 30 days.
- * Since candidates for REALTOR® membership pay local dues from the first day of the month of application and state and national dues from the first day of the month of application, it is logical for Brokers to explain and initiate membership procedures as quickly as possible.
- * **If steps for Provisional Membership are not initiated within 30 days from the date of licensing, the Broker's personal dues will increase for each non-member sales associate whose license remains with the Broker, said dues amount established annually by the Board of Directors prior to October 1st.**
- * After 30 days from the date of a new sales agent's licensing or 30 days from the date of an agent's transfer or reinstatement, a Broker with new agents, transferees or reinstatements who has not notified the Association office of these agents will be fined \$25.00 per month.
- * If a candidate obtains Provisional Membership and does not complete the required steps for full membership within 90 days from the date of application, all Association services and REALTOR® status shall be terminated at the discretion of the Board of Directors.

The new membership procedures of the Youngstown Columbiana Association of REALTORS® reduces the time required to achieve REALTOR® status and also provides candidates for membership with comprehensive association/MLS services on a PROVISIONAL basis. (Provisional is defined as a maximum 90-day period beginning with the date of application.)

TO ACQUIRE ASSOCIATION SERVICES ON A PROVISIONAL BASIS A CANDIDATE MUST:

- 1) Complete and return an application form with a copy of license attached within 30 days from the date of licensing by the Ohio Division of Real Estate and Professional Licensing.
- 2) Membership Records Secretary verify application properly completed.
- 3) Pay a \$125.00 application fee to the Youngstown Columbiana Association of REALTORS®;
- 4) Pay local, state and national dues prorated from the first day of the month of application;
- 5) Pay a \$50.00 application fee to Ohio REALTORS®; (03/2021)
- 6) Pay the applicable fees for the Multiple Listing Service if Broker is a member.

TO OBTAIN REALTOR® STATUS A CANDIDATE MUST COMPLETE THE FOLLOWING STEPS WITHIN NINETY (90) DAYS FROM THE DATE OF LICENSING:

- 1) Provisional Membership approved by the Board of Directors;
- 2) Applicant must complete the steps outlined above for Provisional status;
- 3) MANDATORY attendance at New Member Orientation class.