

CLERICAL USER REGISTRATION

Santa Barbara Association of REALTORS® & Multiple Listing Service

1415 Chapala Street, Santa Barbara, CA 93101 ▪ phone: 805-963-3787 ▪ fax: 805-966-9664 ▪ email: membership@sbaor.com

1. Clerical User Name: _____
2. Clerical User Email: _____
3. Clerical User is assisting: _____
4. Office Name: _____ Office Code: _____

MLS Rules & Regulations 4.3:

Clerical users are individuals (whether licensed or unlicensed) under the direct supervision of an MLS participant or subscriber who perform only administrative and clerical tasks that do not require a real estate license or an appraiser's certificate or license. Each participant and subscriber shall provide the MLS with a list of all clerical users employed by or affiliated as independent contractors with the participant or subscriber and shall immediately notify the MLS of any changes, additions or deletions from the list. The semi-annual fee for each clerical user is \$60. This fee is transferable should clerical users change during any calendar year. The participant/subscriber for the clerical user shall be responsible for all such fees.

Failure to comply with these terms can result in a fine up to \$5,000 and the loss of MLS service.

I agree not to allow anyone other than authorized participants, members, subscribers and clerical users as defined in the MLS rules to access any computer receiving Santa Barbara MLS information. I agree not to transmit the information to any participants, members, subscribers and clerical users not authorized to access the system.

MLS Participant (Broker) Signature **Date of Signature**

MLS Subscriber (Agent) Signature **Date of Signature**

Clerical User Signature **Date of Signature**