

**Toledo Regional Association of REALTORS®  
ADDITION / CHANGE FORM**

Company Name \_\_\_\_\_ Company Phone \_\_\_\_\_

Office / Branch Address \_\_\_\_\_

***If this is for a license return, please include a copy of the letter sent to the state.***

**Applicant's Status**

New Member (Primary or Secondary)

Reinstatement (Includes \$350 in Fees)

Transfer (Licensee transfers from one TRAR company to another.)

License Return (Your company is returning a license to the Ohio Division of Real Estate.)

Multiple Listing Only (\$100 Non Member Fee Applies)  
Please indicate Board of Choice below.

Listing Secretary (Non Licensed office personnel.)

Agent Assistant (Non Licensed assistant.)

Please indicate which board is your primary board of choice: \_\_\_\_\_

**Access Level Requested**

AG – (Agent with listing load capabilities)

AW – (Agent without listing load capabilities)

HB – (Broker with listing load capabilities)

OM – (Office Manager with listing load capabilities)

LS – Listing Secretary – (NON LICENSEE office personal needing MLS access. Listing Secretary access will be able to change any listing in the Office or Firm.)

Agent Assistant – (NON LICENSEE - no listing load capabilities. MLS access to Agent's listings may be available - contact MLS for more information.)

**Note: The Annual MLS Access Fee for a Listing Secretary or Agent Assistant is \$50.00.**

Month	Application Fee	OAR New Member Fee	OAR Dues	NAR Dues	TRAR Dues	MLS New Member Fee	MLS Fees	Total
January	\$ 275.00	\$ 25.00	\$ 175.00	\$ 185.00	\$ 165.00	\$ 250.00	\$ 258.00	<b>\$ 1,333.00</b>
February	\$ 275.00	\$ 25.00	\$ 162.50	\$ 172.50	\$ 151.25	\$ 250.00	\$ 215.00	<b>\$ 1,251.25</b>
March	\$ 275.00	\$ 25.00	\$ 150.00	\$ 160.00	\$ 137.50	\$ 250.00	\$ 172.00	<b>\$ 1,169.50</b>
April	\$ 275.00	\$ 25.00	\$ 137.50	\$ 147.50	\$ 123.75	\$ 250.00	\$ 129.00	<b>\$ 1,087.75</b>
May	\$ 275.00	\$ 25.00	\$ 125.00	\$ 135.00	\$ 110.00	\$ 250.00	\$ 86.00	<b>\$ 1,006.00</b>
June	\$ 275.00	\$ 25.00	\$ 112.50	\$ 122.50	\$ 96.25	\$ 250.00	\$ 43.00	<b>\$ 924.25</b>
July	\$ 275.00	\$ 25.00	\$ 100.00	\$ 110.00	\$ 82.50	\$ 250.00	\$ 516.00	<b>\$ 1,358.50</b>
August	\$ 275.00	\$ 25.00	\$ 87.50	\$ 97.50	\$ 68.75	\$ 250.00	\$ 473.00	<b>\$ 1,276.75</b>
September	\$ 275.00	\$ 25.00	\$ 75.00	\$ 85.00	\$ 55.00	\$ 250.00	\$ 430.00	<b>\$ 1,195.00</b>
October	\$ 275.00	\$ 25.00	\$ 62.50	\$ 72.50	\$ 41.25	\$ 250.00	\$ 387.00	<b>\$ 1,113.25</b>
November	\$ 275.00	\$ 25.00	\$ 50.00	\$ 60.00	\$ 27.50	\$ 250.00	\$ 344.00	<b>\$ 1,031.50</b>
December	\$ 275.00	\$ 25.00	\$ 37.50	\$ 47.50	\$ 13.75	\$ 250.00	\$ 301.00	<b>\$ 949.75</b>

**\*\*All new agents licensed 8/1/19 to 12/31/19 will be billed 2020 dues of \$525 on 1/6/20 due on 2/5/20\*\***

***If paying by check, please provide a separate check for your MLS Fees. Thank you.***

NAME \_\_\_\_\_ REAL ESTATE FILE # \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE for LISTINGS \_\_\_\_\_ (hm/cell/off) DATE LICENSED \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

TRANSFER FROM \_\_\_\_\_ to \_\_\_\_\_  
(Old Company) (New Company)

**\*\*\*I am aware of the fees outlined by TRAR and acknowledge they are non-refundable and must be paid in full before MLS access is granted.\*\*\***

**Both signatures are required below or this form is incomplete and will not be accepted.**

\_\_\_\_\_  
(Agent Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Broker Signature)

\_\_\_\_\_  
(Effective Date)

Please return completed form and all proper paperwork to: Member Services Administrator - Yolanda Edwards  
Via email [yolanda@toledorealtors.com](mailto:yolanda@toledorealtors.com) or Fax: 419-535-7990