



Secondary Broker/Appraiser APPLICATION

Please refer to <https://www.gtar.com/membership/> for instructions on joining. We require a legible copy of your TREC Real Estate License. If you are a current member of another association, please provide a copy of your letter of good standing from that association. Submit your completed application to membership@gtar.com

APPLICANT INFORMATION

Date: _____

Name: _____ Nickname: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Birthdate: _____ Cell Phone: _____

Email: _____ Website: _____

LICENSE/ASSOCIATION INFORMATION

TREC License #: _____ (License must show current sponsoring broker on TREC)

Licensed/Certified Appraiser Yes No Appraisal License #: _____

NRDS# _____ (If Known)

BROKERAGE INFORMATION

Office Name: _____

Office Address: _____

City: _____ State: _____ Zip Code: _____

Broker/Ofc. Mgr. Email: _____ Phone: _____

Broker/Office Manager's Name (Print): _____

Office NRDS#: _____ Office MLSID#: _____

Association Use Only	Activate <input type="checkbox"/>	Reinstate <input type="checkbox"/>	Reactivate <input type="checkbox"/>	Upgrade <input type="checkbox"/>	
Board Date: _____					Processed Date: _____
Member MI# _____					Staff Initials: _____
Member MLSID# _____					
			AutoPay <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
RAMCO <input type="checkbox"/>			AUTOPAY LOCAL REALTOR DUES WITH TREPAC		<input type="checkbox"/>
PARAGON <input type="checkbox"/>			AUTOPAY LOCAL REALTOR DUES WITHOUT TREPAC		<input type="checkbox"/>
SUPRA <input type="checkbox"/>			AUTOPAY TR and NAR DUES WITH TREPAC		<input type="checkbox"/>
TEXT <input type="checkbox"/>			AUTOPAY TR and NAR DUES WITHOUT TREPAC		<input type="checkbox"/>
FOREWARN <input type="checkbox"/>			AUTOPAY MLS/CIE Fees		<input type="checkbox"/>
MLS Basic _____			AUTOPAY SUPRA		<input type="checkbox"/>
		CODE of Ethics _____			Orientation _____

Company Information: Sole Proprietor Partnership Corporation LLC(Limited Liability Company)

Your position: Principal Partner Corporate Officer Branch Office Manager

Names of other Partners/Officers of your firm:

Have you ever been refused membership in any other Association of REALTORS® YES NO
If yes, state the basis for each such refusal and detail the circumstances related thereto:

Is the Office Address, as stated, your principal place of business? Yes No
If not, or if you have any branch offices, please indicate, and give address:

Do you hold, or have you ever held, a real estate license in any other state? Yes No
If so, where:

Have you or your firm been found in violation of state real estate licensing regulations within the last three years? If yes, provide details:

Have you or your firm been convicted, adjudged, or otherwise recorded as guilty by a final judgment of any court of competent jurisdiction of a felony or other crime? If yes, provide details:



2025 Prorated Entrance Dues and Fees

The Entrance Dues and Fees below are based on the month you join the association.

The GTAR App fee and the MLS Participation Fee are one-time payments.

GTAR bills your annual renewal dues and fees two months prior to the Annual membership or Quarterly Service periods.

- MLS Fees of \$168.33 are billed quarterly. Service periods are January-March, April-June, July-September, and October-Dec. When you join in the months of February, March, May, June, August, September, November or December, your MLS Qtrly Fees amount includes the next quarter's MLS fees.
- GTAR Local Dues are billed in May. When joining in May or June, your Prorated GTAR Local Dues amount includes the next year's required Local Association Dues for the period beginning July 1st through June 30th of the next year. GTAR Local Dues are \$160 annually.
- *Note: The joining fees below are for Secondary Designated REALTORS® whose Primary Association is in Texas.*

Secondary Designated REALTOR® , Appraiser					
Join Month	GTAR App Fee	GTAR Local Dues	MLS Participation Fee	MLS Qtrly Fees	Total
Jan	\$500.00	\$80.00	\$500.00	\$168.33	\$1,248.33
Feb	\$500.00	\$66.67	\$500.00	\$280.55	\$1,347.22
Mar	\$500.00	\$53.33	\$500.00	\$224.44	\$1,277.77
Apr	\$500.00	\$40.00	\$500.00	\$168.33	\$1,208.33
May	\$500.00	\$186.67	\$500.00	\$280.55	\$1,467.22
June	\$500.00	\$173.33	\$500.00	\$224.44	\$1,397.77
July	\$500.00	\$160.00	\$500.00	\$168.33	\$1,328.33
Aug	\$500.00	\$146.67	\$500.00	\$280.55	\$1,427.22
Sep	\$500.00	\$133.33	\$500.00	\$224.44	\$1,357.77
Oct	\$500.00	\$120.00	\$500.00	\$168.33	\$1,288.33
Nov	\$500.00	\$106.67	\$500.00	\$280.55	\$1,387.22
Dec	\$500.00	\$93.33	\$500.00	\$224.44	\$1,317.77

2025 Dues/TREPAC Deductibility

The following amounts for certain lobbying and political expenditures are not deductible for income tax purposes: 35% of NATIONAL ASSOCIATION OF REALTORS® (NAR) dues or \$55, 13% of Texas REALTORS® dues or \$15, % of local association dues, and the \$30 assessment by Texas REALTORS® for the Issues Mobilization/Political Advocacy Fund (IMPAF) are all not deductible. The remaining dues and assessment are not tax deductible as charitable contributions but may be tax deductible under other provisions of the Internal Revenue Code. Contributions are not deductible for federal income tax purposes.

Contributions to the Texas REALTORS® Political Action Committee (TREPAC) and the Texas Association of REALTORS® Federal Political Action Committee (TAR FedPAC)—which makes contributions to the REALTORS® Political Action Committee (RPAC)—are voluntary and may be used for political purposes. The amount indicated is merely a guideline, and you may contribute more or less than the suggested amount. You may refuse to contribute without reprisal, and the National Association of REALTORS®, Texas REALTORS®, and its local associations will not favor or disadvantage anyone because of the amount contributed. Until the RPAC annual goal is met, 70% of an individual's contribution goes to TREPAC and may be used to support state and local candidates; the remaining 30% is sent to TAR FedPAC to support federal candidates and is charged against your limits under 52 U.S.C. 30116. (Exception: 100% of an individual's contribution goes to TREPAC if the individual is an employee of an affiliate member of Texas REALTORS®.) After the RPAC annual goal is met, 100% of an individual's contribution goes to TREPAC and may be used to support state and local candidates. You may contact the Texas REALTORS® political committee administrator at 800-873-9155 to obtain information about your contributions.

- Dues are not refundable.
- This statement is for annual dues and any annual assessments to the local, state, and National Association of REALTORS®.
- 2025 Texas REALTORS Legal assessment fee is set at \$10; this includes the \$5 approved increase over the 2024 fee of \$5.
- 2025 Texas REALTORS IMPAF assessment fee is set at \$30 (nondeductible), no change from the 2024 fee.
- \$5 of your dues is for an annual subscription to Texas REALTOR® Magazine (for REALTOR® and Affiliate members). The \$45 Consumer Advertising Campaign assessment by NAR qualifies as fully deductible.
- By making payment, you acknowledge the membership duties to which you agreed when you became a member, including your duty to arbitrate disputes as provided in NAR's Code of Ethics and the bylaws of your local association.

Terms and Conditions

Please review these terms and conditions and check that you agree and sign below.	I Agree
I agree to complete the <input type="checkbox"/> In-Person MLS Basic Training or <input type="checkbox"/> Online MLS Training within 30 days of the application date. Please Check one.	<input type="checkbox"/>
I understand membership brings certain privileges and obligations that require compliance. Membership is final only upon approval by the Board of Directors and may be revoked should completion of requirements, such as orientation, not be completed within the timeframe established in the Association's bylaws.	<input type="checkbox"/>
I agree to abide by the Code of Ethics of the National Association of REALTORS®, which includes the duty to arbitrate, and the Constitution, Bylaws and Rules and Regulations of the Greater Tyler Association of REALTORS®, the State Association and the National Association.	<input type="checkbox"/>
If required, I further agree to satisfactorily complete a reasonable and non-discriminatory written examination of such Code, Constitutions, Bylaws, Rules and Regulations.	<input type="checkbox"/>
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, may be grounds for revocation of my membership if granted.	<input type="checkbox"/>
I acknowledge that if accepted as a member and subsequently resign from the Board or otherwise cause membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of membership upon certification that I will submit to the pending ethics proceeding and will abide by the decision of the hearing panel. If I resign or otherwise cause membership to terminate, the duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided the dispute arose while applicant was a REALTOR®.	<input type="checkbox"/>
I further agree that, if accepted for membership in the Board, I shall pay the dues and fees as from time to time established.	<input type="checkbox"/>
I acknowledge that payments to the Greater Tyler Association of REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as ordinary and necessary business expenses. A Dues/TREPAC Deductibility Statement is included in this application.	<input type="checkbox"/>
I understand that payments for dues, subscriptions, services or TREPAC investments are not refundable.	<input type="checkbox"/>
I consent that the REALTOR® Associations (Local, state, national) and their subsidiaries, if any (e.g., MLS, Foundation) may contact me at the specified address, telephone numbers, fax numbers, email address or other means of communication available. This consent applies to changes in contact information that may be provided by me to the Association(s) in the future. This consent recognizes that certain state and federal laws may place limits on communications that I am waiving to receive all communications as part of my membership.	<input type="checkbox"/>

REQUIRED SIGNATURES

My signature below certifies that I have read and agree to the terms and conditions and that all information provided on my application is true and correct.

Agent Signature: _____

Date: _____

Credit Card / Recurring Payment Authorization Form

Here's How Recurring Payments Work:

You authorize regularly scheduled charges to your Visa, MasterCard, American Express or Discover card. You will be charged each billing period for the total amount due for that period. A receipt will be emailed to you and the charge will appear on your credit card statement. You agree that no prior notification will be provided if you have a stored payment profile on file with your current credit card information and your written authorization below.

**We will only auto pay fees you pay to GTAR for services:
MLS Quarterly Fees and Supra Key Annual Fees.**

➤ **Annual Dues billings for National, State and Local have an optional TREPAC amount and will not be set up for recurring payments. You will need to log on to the web portal to make payment or call the association to use the stored payment profile or pay with a separate credit card.**

Please complete the information below:

I _____ authorize the Greater Tyler Association of REALTORS® to charge my credit card noted below the:

- one-time payment for initial application or
- one-time payment plus recurring payment due on the 1st business day of the following:
 - Quarterly MLS Data Access service fee
 - Quarterly CIE Data Access service fee
 - Annual Supra Key service fee

NOTE: You are responsible for keeping your stored payment profile updated. The association is not responsible for late and other fees applied due to credit card failures or declines. If you no longer wish to authorize recurring payments, please email membership@gtar.com or accounting@gtar.com.

SIGNATURE _____ DATE _____

I authorize the above-named business to charge the credit card indicated in this authorization form according to the terms outlined above. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. I understand that this authorization will remain in effect until I cancel it in writing. I agree to notify the business in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. This payment authorization is for the type of billing indicated above. I certify that I am an authorized user of this credit card and that I will not dispute the scheduled payments with my credit card company provided the transactions correspond to the terms indicated in this authorization form.

STAFF USE ONLY: RAMCO Automatic Payment Authorization	<input type="checkbox"/> Yes	<input type="checkbox"/> No	By: _____
RAMCO Stored Payment Profile	<input type="checkbox"/> Yes	<input type="checkbox"/> No	By: _____
Copy to Member file	<input type="checkbox"/> Yes	<input type="checkbox"/> No	By: _____
Copy to Server	<input type="checkbox"/> Yes	<input type="checkbox"/> No	By: _____

----- STAFF DETACH AND SHRED -----

Credit Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Amex <input type="checkbox"/> Discover			
Cardholder Name _____			
Credit Card Number We will call you for your card number.			
Expiration Date _____		CVV (3 digits on back - Visa/MC/Disc, 4 digits on front of AMEX) _____	
Billing Address _____		Phone# _____	
City, State, Zip _____		Email _____	