

After you have submitted your membership application, there are steps that need to be completed before we can process and finalize your membership. We need a valid email for both you and your broker (if applicable).

 Copy of DRE License
Copy of Driver's License or Government Issued ID
Credit Card Payment Form
Letter of Good Standing from your previous/current Association Associations will send this directly to OC REALTORS® (email: membership@ocrealtors.org).

**Reciprocal Supra Key Request** (check with our office—may not be needed)

## How to Submit Additional Documents

Our electronic application allows you to upload supporting documents, however, you may send documents by:

<u>Email:</u>

You may send PDFs to OC REALTORS® Membership Department at: membership@ocrealtors.org.

- Please include your first and last name in the subject line of any documents that you email. Example Subject Line: OC REALTOR® Application Documents: Jane Doe.
- When submitting multiple documents, please include them all in ONE complete email.

Fax:

You may fax your supporting documents to either OC REALTORS® office. Fax numbers available below.

<u>Mail:</u>

You may mail your supporting documents to either OC REALTORS® office. Addresses available below.

Only completed applications, accompanied by supporting documents and payment, will be processed within one to two (1-2) business days. We'll contact you when your application has been processed.

• 25552 La Paz Rd., Laguna Hills, CA 92653 • (949) 586-6800 • (949) 586-0382 fax