

MEMBER #: _

ORANGE COUNTY
REALTORS®
ASSISTANT APPLICATION
(APPLICATION FOR INDIVIDUALS ACTING AS AN ASSISTANT TO A SALESPERSON OR BROKER)

When the state of the control of your government-issued ID. Please refer to www.ocrealtors.org for instructions on joining. We require a legible copy of your government-issued ID.

APPLICANT INFORMATION	
Date: Please select a 4	1 digit pin code: (For access to MyAccount at www.ocrealtors.org)
Name:	Alias:
Preferred Contact Phone:	_ This is a: Cell Phone _ Landline
Email:	_ Website:
OFFICE INFORMATION	
Office Name:	
Office Address:	
Main Office Phone:Street City	Office Fax:
Assistants holding an active CA Real Estate license must plactus prior to joining. Visit www.dre.ca.gov for details. If at any tupgrade membership to the same level of the office's agents of the status changes, I understand that I must notify C	ime the license becomes active, an Assistant must or the Broker may be subject to additional fees.
I do not have a Calfornia real estate license	
I have a Calfornia real estate license (expired, inactive, or	active—active licenses must be changed to NBA)
License #: Exp. I Exp. I	Date:
Date of Birth:// Last 4 digits of SSN =	(i.e. used to verify your information in case you forget your password)
Government-Issued ID:(Driver's License, ID Card, Passport	Exp. Date:
nitial One: I am paying for my membership and will	not be reimbursed.
My company is paying for my membersh I understand that I will not be able to tra	ip -or- my company is reimbursing me. nsfer my membership fees if I change companies. CONTINUED ON NEXT PAGE (PG. 1 of
OC REALTORS® USE ONLY	A CCIA/ODD
JSERNAME: P.	ASSWORD:

- A non-refundable processing fee will be assessed all applicants.
- Assistants are not entitled to serve on any Association committees, vote upon or otherwise participate in the operational aspect of the Multiple Listing Service, or to receive any service limited to Association REALTOR®
- members. This includes access and the use of the Supra Key.
- All Assistants should review the MLS Rules and Regulations and the Data Integrity Standards at www.ocrealtors.org.
- Orange County REALTORS®, including its local, state, and national subsidiaries or representatives may email you material advertising the availability of, or quality of, any property, goods or services offered, endorsed or promoted by the Association. OC REALTORS® does not sell or distribute your email for commercial purposes.
- Assistants holding a DRE license must place their license in "No Broker Affiliation" (NBA) status prior to joining.
- If at any time the license becomes active, an Assistant must upgrade membership to the same level of the office's agents or the Broker may be subject to additional fees. If your license status changes, you need to notify OC REALTORS® immediately.
- Assistants should review the DRE's Guidelines for Unlicensed Assistants at www.dre.ca.gov.

Assistant's Signature:	Date:	
MLS ACCESS PERMISSIONS In order to assist a member and login under his/her account, OC REALTORS® must establish the correct permission level. Please fill-in all requested information below.		
Please check one (1) box from the options below:		
Individual Agent Assistant		
Personal Assistant with Add/Edit rights only by Linking ID's (Reports will read: Working on behalf of Agent).		
Personal Assistant/Private Team with Add/Edit rights plus full account access. (Please complete CRMLS Private		
Team Registration Form. Please contact OC REALTORS® membership department to obtain the form).		
Assistant's Signature:	Date:	
Responsible Agent's Name:		
Responsible Agent's MLS User ID:	_ Email:	
Responsible Agent's Signature:	Date:	
Office Assistant		
Office Assistant with Add/Edit rights for the entire office.		
I want this assistant to have full signing rights with OC REALTORS® (Everything the broker can sign; applications, office changes, etc. Please note: These rights do not extend to change requests on the MLS).		
REQUIRED SIGNATURES All information below is required.		
Broker of Record Name:		
Broker's MLS User ID:	_ Email:	
Broker's Signature:	Date:	