

# ACBR REALTOR® APPLICATION

( LICENSED INDIVIDUALS )

As a member of ACBR, you are entitled to a number of great services, discounts and benefits offered at the local, state and national levels. With the largest local community of Commercial REALTORS® in the country, we offer the widest array of services for our membership. Throughout the year, there are several events, programs and committees in which you may participate.

Your membership in the Atlanta Commercial Board of REALTORS® is an investment in your career and your profession. Please be sure to take full advantage of all the Board's benefits and to capitalize on the investment in yourself as a member of the Atlanta Commercial Board of REALTORS®.

## COMMUNICATION

Know your industry and empower your marketing through:

- Member Mailing Labels (available upon request)
- [atlcbr.com](http://atlcbr.com)
- ACBR Email Updates
- Georgia REALTORS® Magazine
- GAR website – [garealtor.com](http://garealtor.com)
- NAR REALTOR® Magazine
- NAR website – [nar.realtor](http://nar.realtor)

## COMMERCIALBOARDFORMS.COM

CommercialBoardForms.com features an online forms editor that incorporates the 50+ commercial forms that have been created by the Forms Committee of the ACBR. It allows you to fill in form fields easily, strike through text and even add text such as special stipulations or extra signature blocks. CommercialBoardForms.com is owned by the Board and is updated periodically to best meet the needs of our members.

Atlanta Commercial Board of REALTORS® members receive FREE and FULL access to all ACBR online forms. Members also have access to print non-interactive PDF contracts at no cost!

## COST SAVINGS

Your membership can translate into over a thousand dollars' worth of savings as you will have access to:

- Arbitration & Mediation Services
- Georgia Association of REALTORS® Contracts
- GAR's Free Legal Helpline
- REALTOR® Insurance Place – Shop for Auto, Dental, Errors & Omissions, Health, Pet. and Vision Insurance at [www.realtorsinsuranceplace.com/](http://www.realtorsinsuranceplace.com/)
- REALTOR® Member Discounts – Enjoy discounts from Avis, Budget, Dell, FedEx, Hertz, Lenovo, Office Depot, among others.
- Exclusive ACBR member pricing with REDi/Catylist – [redicatylist.com/acbr](http://redicatylist.com/acbr)

For more information, visit: [www.atlcbr.com/benefits](http://www.atlcbr.com/benefits).

## RECOGNITION

- All members who qualify for the Million Dollar Sales Club will be invited to attend our prestigious banquet.
- Many awards are presented to members at the Annual Business Meeting in December.

## EDUCATION

Membership provides you with twelve (12) hours of FREE Continuing Education classes each year.

Discounted CE, Broker, and Designation courses are offered through the Capitus Real Estate Learning Center.

Receive free attendance to our Monthly Educational Seminars. These seminars, conducted by real estate professionals, offer opportunities to network and keep abreast of the latest trends in the industry. The seminars usually take place from 7:30 - 9:00 AM the third Wednesday of each month.

## COMMERCIALBOARDEXCHANGE.COM

Exchange Mail is a web-based service that allows members to market properties directly to members of the Atlanta Commercial Board of REALTORS®. Users are instantly notified of any available properties or needs relating directly to their business and can also:

- Create and send professional looking e-flyers and messages anytime, anywhere
- Define and filter by property type, size, and submarket
- Search a 90-day message history

## GOVERNMENTAL AFFAIRS

Membership in the Atlanta Commercial Board of REALTORS® makes you part of one of the most powerful and influential grassroots lobbying efforts in the country. Monthly governmental updates keep you abreast of the latest local, state and federal real estate issues affecting the industry. We encourage all members to become involved and support RPAC - REALTORS® Political Action Committee, at: [atlcbr.com/rpac](http://atlcbr.com/rpac).

## NETWORKING OPPORTUNITIES

Realizing that networking is a vital part of a successful career in real estate, ACBR provides you with numerous opportunities for the entire real estate industry to come together, some of which include:

- Million Dollar Club - Recognizes the top producers.
- Spring Fling/Battle of the Broker Bands - A social community service fundraiser.
- Brokerfest - Annual event that raises money for local charities and an excellent networking opportunity.
- CRE Studio - Highlights a featured guest from a diverse background that shares their personal experience of building a commercial real estate practice.
- Annual Business Meeting
- Young Council of REALTORS® - Host events throughout the year including a charity golf tournament, bowling cup, happy hours, and a free CE course. For more information on joining YCR, visit [atlcbr.com/ycr](http://atlcbr.com/ycr).

## ACBR is all about you!

Join a committee, attend the events and get involved!  
Volunteer online at [atlcbr.com/committees](http://atlcbr.com/committees)

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\*\*\*\*\* **MEMBERSHIP REQUIREMENTS** \*\*\*\*\*

1. Submission of a completed membership application.
2. Membership Fees must be paid.
3. Attendance at an ACBR Local Orientation course offered by the Atlanta Commercial Board of REALTORS®. This must be completed within 6 months of submitting your application to ACBR. Scheduled dates and times of these classes can be found online at [atlcb.com/orientation](http://atlcb.com/orientation).
4. Completion of a qualified New Member Code of Ethics course within 6 months of submitting your application to ACBR. For more information, please visit [atlcb.com/orientation](http://atlcb.com/orientation).
5. If you are currently a member of another association or have held membership in the past with the Atlanta Commercial Board and have already completed a New Member Orientation Course, then you do not need to attend again. You must submit proof of your Orientation completion from your previous association in order to bypass attendance.

**Note - Designated REALTORS®** - Membership fees must also be paid per licensed agent within the company. Paying fees on agents within an office does not automatically qualify them for membership; each agent must complete an application and fulfill all necessary requirements.

\*\*\*\*\* **ACBR DESIGNATED REALTOR® / REALTOR® FEE INFORMATION** \*\*\*\*\*

Annual membership dues for the Designated REALTOR® are calculated at \$475.00. Each licensed agent within the Designated REALTORS® office will also pay \$475.00 in order to become a REALTOR® member. All agents applying to the Board must pay the fees, fill out an application and complete all new member training requirements before being approved for full membership.

**DESIGNATED REALTOR®** - Defined as the Principal, Partner, Corporate Officer, Trustee, or Branch Manager of a Real Estate firm. There is only one Designated REALTOR® per company. The Designated REALTOR® is responsible for paying fees for all licensed agents within their organization.

**REALTOR®** - Defined as any agent within the office of a Designated REALTOR® that holds an active real estate license who becomes a member of the Board.

\*\*\*\*\* **ACBR DESIGNATED REALTOR® / REALTOR® FEES** \*\*\*\*\*

Prorated Monthly · January 1- December 31 · Fees are subject to change each subsequent year.

**MEMBERSHIP YEAR - LOCAL:** Jan. 1 - Dec. 31 · **STATE:** Jan. 1 - Dec. 31 · **NATIONAL:** Jan. 1 - Dec. 31

	Local Dues	State Dues	NAR Dues	Subtotal	Application Fee	TOTAL
<b>January</b>	\$192.00	\$98.00	\$185.00	\$475.00	\$60.00	\$535.00
<b>February</b>	\$176.00	\$90.00	\$173.00	\$439.00	\$60.00	\$499.00
<b>March</b>	\$160.00	\$82.00	\$160.00	\$402.00	\$60.00	\$462.00
<b>April</b>	\$144.00	\$74.00	\$148.00	\$366.00	\$60.00	\$426.00
<b>May</b>	\$128.00	\$66.00	\$135.00	\$329.00	\$60.00	\$389.00
<b>June</b>	\$112.00	\$58.00	\$123.00	\$293.00	\$60.00	\$353.00
<b>July</b>	\$ 96.00	\$49.00	\$ 110.00	\$255.00	\$60.00	\$315.00
<b>August</b>	\$ 80.00	\$41.00	\$ 98.00	\$219.00	\$60.00	\$279.00
<b>September</b>	\$ 64.00	\$33.00	\$ 85.00	\$182.00	\$60.00	\$242.00
<b>October</b>	\$ 48.00	\$25.00	\$ 73.00	\$146.00	\$60.00	\$206.00
<b>November</b>	\$192.00	\$98.00	\$185.00	\$475.00	\$60.00	\$535.00
<b>December</b>	\$192.00	\$98.00	\$185.00	\$475.00	\$60.00	\$535.00

**REALTOR® Tax Deduction Notice:** The portion of dues paid that is spent to lobby the State and Federal governments is not deductible for income tax purposes. GAR has estimated that \$8.34 (8.38%) is the nondeductible portion of 2022 GAR dues. NAR has estimated the nondeductible portion of its 2022 dues to be \$57.00 (or 38%). The entire \$35.00 NAR Consumer Advertising Campaign Assessment qualifies as deductible dues.

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I am applying for the following category of membership:

- Designated REALTOR®     Designated REALTOR® - Appraiser     REALTOR® - Managing Broker  
 REALTOR® - Agent     REALTOR® - Appraiser

Designated REALTORS® must hold one of the following positions within the company.

- Principal Broker     Principal Appraiser     Partnership     Corporate Officer     Trustee     Manager

## APPLICANT INFORMATION

Name (required) \_\_\_\_\_

Nickname (if applicable) \_\_\_\_\_

Cell Phone (required) \_\_\_\_\_

Home Address (required) \_\_\_\_\_  
\_\_\_\_\_

Apt. # \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Real Estate License # (required) \_\_\_\_\_

Appraisers License (if applicable) \_\_\_\_\_

Date of Birth (required) \_\_\_\_\_

Gender     Female     Male

E-Mail (required) \_\_\_\_\_

Primary Field of Business (examples: General Commercial Sales/Leasing, Industrial, Office, Retail, Multi-Family, Tenant Representative, etc.)  
\_\_\_\_\_

Did you take the Broker Prelicense course through Capitus Learning Real Estate Center?

- Yes     No (formerly known as Georgia Institute of Real Estate) [capituslearning.com](http://capituslearning.com) – Atlanta REALTORS® Center  
5784 Lake Forrest Drive Atlanta, GA 30328

## COMPANY INFORMATION REQUIRED (FIRM HOLDING YOUR LICENSE)

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

Company Address \_\_\_\_\_  
\_\_\_\_\_

City/State/Zip \_\_\_\_\_

Office Phone \_\_\_\_\_

Office Fax \_\_\_\_\_

Firm License # \_\_\_\_\_

Website Address \_\_\_\_\_

## EVENT REMINDERS & CONTACT PREFERENCES

Preferred Phone Number     Cell     Office

Preferred Mailing Address     Home     Office

Please let us know how you wish to receive reminders for meetings, classes and events that you register to attend. You may select one, both or none.

- Email Reminders     Text Reminders

To subscribe to ACBR Text Alerts & Reminders, please confirm your mobile number \_\_\_\_\_

## CURRENT OR PAST MEMBERSHIP OF ANOTHER ASSOCIATION OF REALTORS®

Have you previously held membership in a Board of REALTORS®?

- Yes     No

If yes, Board name where you last held membership  
\_\_\_\_\_

Please indicate any other name your past membership could be listed under \_\_\_\_\_

NRDS# \_\_\_\_\_

Last active year of membership \_\_\_\_\_

If you are a current member of a Board of REALTORS®, please indicate whether you are transferring your primary membership to the Atlanta Commercial Board of REALTORS® or applying for secondary membership in the Atlanta Commercial Board of REALTORS®.

Membership Type:

- Primary – transferring     Secondary - in addition to your Primary

Any agent joining the Atlanta Commercial Board (as a secondary board) who is already a member of another Board of REALTORS® in Georgia is only required to pay the local portion of the fees to the Atlanta Commercial Board; Georgia State and National portions should have already been paid to the primary board for the current fiscal year.

The Annual Membership fees are due on January 1st of each year; however, applications received later than January 31st are calculated on a monthly pro-rated basis. Primary membership fees for the Atlanta Commercial Board of REALTORS® include fees to the Georgia Association of REALTORS® and the National Association of REALTORS®.

**APPLICATION CONTINUED ON THE FOLLOWING PAGE**



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Have you been found in violation of the Code of Ethics or other membership duties in any Association of REALTORS® in the past three (3) years or are there any such complaints pending?

Yes - provide details as an attachment  No

Have you or your firm been found in violation of state real estate licensing regulations or other laws prohibiting unprofessional conduct rendered by the courts or other lawful authorities within the last three years?

Yes - provide details as an attachment  No

### IMPORTANT REMINDER

This application is the first stage in becoming a Member of the Atlanta Commercial Board of REALTORS®. You must complete (2) two New Member Training Requirements within 6 months of joining the Board. Notices will be sent out once your application is processed. This does not apply to former REALTOR® members who have already completed this training requirement.

### EFFECTIVE MEMBERSHIP DATE FOR MILLION DOLLAR CLUB VOLUME CREDIT

If applicant completes both New Member Training Requirements within 6 months of application to ACBR, the effective date shall be the date the application was received in the Board Office.

### CONSENT AND AUTHORIZATION

In the event of my election, I agree to abide by the Code of Ethics of the National Association of REALTORS®, including the obligation to arbitrate any existing or future disputes with another member in accordance with the Board's arbitration procedures. I also agree to abide by the Constitution, Bylaws, and Rules and Regulations of the Atlanta Commercial Board of REALTORS®, the Georgia Association of REALTORS®, and the National Association of REALTORS® which are made available to me at the office of the Atlanta Commercial Board of REALTORS®, and if required, I further agree to satisfactorily complete within 180 days time, (2) two New Member Training Requirements and a reasonable and non-discriminatory written examination on such Code, Constitution, Bylaws, and Rules and Regulations. I further agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitutions, Bylaws, Rules and Regulations, and duty to arbitrate, all as from time to time amended. I irrevocably waive all claims against the Board or any of its officers, directors or members, for any acts in electing or failing to elect, advancing, suspending, expelling, or otherwise disciplining me as an applicant, or as a member.

Upon the expiration of said membership for any cause, I will discontinue the use of the term REALTOR® and return to the Board all certificates, signs, seals or other indications of membership in the Board, the State Association and the National Association of REALTORS®. I consent that the Board, through its Membership Committee or otherwise, may invite and receive other information and comment about me from any member or other person, and I further agree that any information and comment furnished to the Board by any person in response to the invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel, or defamation of character.

I agree that, if accepted for Membership in the Board, I shall pay the fees and dues as from time to time established. I understand that should I not complete all Orientation requirements within the prescribed 6 months from the date of my application that I will be automatically dropped as an applicant for membership and that there will be no refund of any portion of the fees paid. 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, shall be grounds for revocation of my membership if granted.

BY SIGNING, I consent that the REALTOR® Association (local, state and national) and their subsidiaries 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. The 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.

Signed \_\_\_\_\_

Printed Name \_\_\_\_\_

Dated \_\_\_\_\_

### CHECK PAYMENT

Make checks payable to: Atlanta Commercial Board of REALTORS®

Payment of \$ \_\_\_\_\_ Check # \_\_\_\_\_

### CREDIT CARD

In order to maintain your security, we will contact you within 3 business days to collect your payment information.

### FOR OFFICE USE ONLY

Date Received \_\_\_\_\_

Office NRDS ID# \_\_\_\_\_

Applicant's NRDS ID# \_\_\_\_\_

Orientation Date \_\_\_\_\_

Last COE Date \_\_\_\_\_

Notes \_\_\_\_\_

Date Completed \_\_\_\_\_