



## **Dues Agreement**

### **Annual Association Membership Dues**

*(Four Rivers Association of REALTORS®, Texas REALTORS®, National Association of REALTORS®, and TREPAC)*

**Invoices will be sent in November and payment must be received in December. Please reference the Four Rivers AOR Calendar on our website for exact billing dates.**

A \$25 late fee will be applied to all accounts unpaid after the due date. Association dues ARE NOT prorated if dues were paid the prior year.

- **SUPRA eKEY** and **Matrix MLS** access will be suspended until payment is received.
  - Active status listings will be reassigned to the broker.
  - If the broker is inactive, listings will be withdrawn.
- Invoices will be distributed via email.
  - This email will be sent from **Raven@FourRiversRealtors.com**.
  - Please be sure to add this address as a safe contact.
  - Please be sure to check your spam or junk mail folders.
- Late fees cannot be waived by Four Rivers AOR staff.



### **Spring/Summer Cycle MLS/AFFILIATE SUPRA eKEY**

*(April – September)*

### **Fall/Winter Billing MLS/AFFILIATE SUPRA eKEY**

*(October – March)*

**Invoices will be available for 30 days to remit payment. Please reference the Four Rivers AOR Calendar on our website for exact billing dates.**

If payment is not received by the due date:

- **Matrix MLS** and/or **SUPRA eKEY** accounts will be suspended and a \$25 late fee will be applied.
  - Active status listings will be reassigned to the broker.

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- If the broker is inactive, listings will be withdrawn.
- Invoices will be distributed via email.
  - This email will be sent from **Raven@FourRiversRealtors.com**.
  - Please be sure to add this address as a safe contact.
  - Please be sure to check your spam or junk mail folders.
- Late fees cannot be waived by Four Rivers AOR staff.

**Reinstatement:**

- Within current cycle:
  - If reinstating before next billing cycle, the member will pay prorated MLS dues based on the month they are reinstating.
    - If notification was not received, the member will be charged the \$25 late fee and \$50 reconnect fee.
    - If notification was given to FRAR regarding dropping MLS, then only a \$50 reactivation fee plus prorated dues will be charged.
- Past current cycle:
  - A new application is required with documents and an application fee of \$100.00 will be applied to pro-rated fees.

**Change of Office Form fee: \$35.00**

Per NAR, changes of office must be completed within 30 days of recorded change in TREC.

**Cash, Checks to FRAR and Credit Cards Accepted**

**\*\*REFUNDS ARE NOT ISSUED FOR ANY FEES AND/OR DUES\*\***

**Questions regarding fees and payments: Raven@FourRiversRealtors.com**

**I have read and understand the dues and fees schedule as outlined above. My signature is acceptance of the above Dues Agreement and policies.**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**