



## APPLICATION FOR REALTOR® MEMBERSHIP



To the Carroll County Association of REALTORS® Inc., I hereby apply for REALTOR® Membership to the above named Association and am enclosing my check in the amount of \$\_\_\_\_\_ which includes my **Application Fee** (if applicable), and **2025 Pro-Rated Dues & 2026 Dues** which are **PAYABLE** to the **Carroll County Association of REALTORS®, Inc. or CCR**. My application fee and 2026 Local dues will be returned to me in the event of non-election. In the event of my election, 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 above named Board, the State Association and the National Association, and if required, I further agree to satisfactorily complete a reasonable and non-discriminatory written examination on such Code, Constitutions, Bylaws and Rules and Regulations. 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 timeframe established in the association's bylaws. I understand that I will be required to complete periodic Code of Ethics training as specified in the association's bylaws as a continued condition of membership.

**NOTE:** Applicant acknowledges that if accepted as a member and he/she subsequently resigns from the Board or otherwise causes membership to terminate with an ethics complaint pending, the Board of Directors may condition renewal of membership upon applicant's certification that he/she will submit to the pending ethics proceeding and will abide by the decision of the hearing panel. If applicant resigns or otherwise causes 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®.

I hereby submit the following information for your consideration:

Name as it appears on Real Estate License: \_\_\_\_\_

Real Estate License #: \_\_\_\_\_

Licensed/certified appraiser: ☐ Yes ☐ No

Appraisal License #: \_\_\_\_\_

Office Name: \_\_\_\_\_

Office Street Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Residence Street Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Preferred Mailing: ☐ Home ☐ Office Preferred Phone: ☐ Home ☐ Office

*\* Please advise if you do not want your home address on mailing list. Mailing address may be made available for sale.*

Are you presently a member of any other Association of REALTORS®? ☐ Yes ☐ No

If yes, name of Association and type of membership held: \_\_\_\_\_

Have you previously held membership in any other Association of REALTORS®? ☐ Yes ☐ No

If yes, name of Association and type of membership held: \_\_\_\_\_

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 ☐ No (If yes, provide details as an attachment.)

If you are now or have ever been a REALTOR®, indicate your NAR membership (NRDS) #: \_\_\_\_\_

and last date (year) of completion of NAR's Code of Ethics training requirement: \_\_\_\_\_

**Are you a principal, partner, corporate officer or branch office manager?** ☐ Yes ☐ No **If yes, you must also complete 2<sup>nd</sup> page of this application.**

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. I further agree that, if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the [Name] Board of REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

By signing below, 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.

**Dated:** \_\_\_\_\_

**Agent Signature:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Broker Signature:** \_\_\_\_\_

**(Optional Information):** Date of Birth: \_\_\_\_\_

Specialty: ☐ Residential ☐ Commercial ☐ Resort ☐ International ☐ Other: \_\_\_\_\_

How long with current real estate firm? \_\_\_\_\_ Previous real estate firm (if applicable): \_\_\_\_\_

Number of years engaged in the real estate business: \_\_\_\_\_

APPLICATION FOR REALTOR® MEMBERSHIP: PAGE 2 FOR DESIGNATED BROKERS/BRANCH MANAGERS

Company information:    ☐ Sole Proprietor   ☐ Partnership   ☐ Corporation   ☐ LLC (Limited Liability Company)  
☐ Other, specify \_\_\_\_\_

Your position:    ☐ Principal    ☐ Partner    ☐ Corporate Officer   ☐ Majority Shareholder   ☐ 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 you 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:

\_\_\_\_\_

\_\_\_\_\_

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. I further agree that, if accepted for membership in the Board, I shall pay the fees and dues as from time to time established. **NOTE:** Payments to the [Name] Board of REALTORS® are not deductible as charitable contributions. Such payments may, however, be deductible as an ordinary and necessary business expense. No refunds.

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**Dated:** \_\_\_\_\_

**Agent Signature:** \_\_\_\_\_

# CARROLL COUNTY REALTORS®

2103 Sykesville Road, Westminster, MD 21157

Please complete and return this form along with your payment to the Association Office. If you have any questions or need assistance, call the CCR Office at (410)876-3530 or (410)857-0388 Fax: 410-876-5938

FULL NAME as it appears on Real Estate License

NAR ID# (NRDS#-9 digit)

OFFICE NAME & COMPLETE ADDRESS

CELL OR HOME PHONE NUMBER

CCR FISCAL YEAR: October 1 thru September 30.

MARYLAND REALTORS® FISCAL YEAR: November 1 thru October 31.

NAR FISCAL YEAR: January 1 thru December 31.

Application Fee:

**\$100.00** (Waived with Letter of Good Standing from current board)

2025 Dec. Pro-Rated Membership Dues:

National - \$58 thru Dec. 31, 2025

2026 Membership Dues:

Local - \$365 thru Sept. 30, 2025

State - \$242 thru Oct. 31, 2025

National - \$201 thru Dec. 31, 2025

- Note: State and/or National Dues may possibly be waived; based on current board location and agent status.

Voluntary RPAC Contribution +\$ \_\_\_\_\_ \$15 \_\_\_\_\_ \$35 \_\_\_\_\_ \$100 \_\_\_\_\_ Other

Voluntary Contribution CCAR Foundation +\$ \_\_\_\_\_ \$15 \_\_\_\_\_ Other

Total amount enclosed

**\$966.00** or \_\_\_\_\_

**For RPAC Contributions made by credit card:** You acknowledge that all credit card contributions are subject to the usual requirements of law applicable to RPAC contributions. The charge applied to the account as a result of the contribution must be paid with the personal funds of the individual by whom the contribution is made.

**For RPAC Contributions made by check:** Personal contributions made by check must be on a personal check, not on a corporate check. Contributions made on a corporate check will be treated as a corporate contribution as permitted under Maryland Campaign Finance Law.

**Please note: All dues payments by credit card (VISA or MasterCard) will now be processed through GrowthZone.** If you need assistance with navigating GrowthZone, please feel free to contact the Association Office and one of the staff will be glad to help you through the process.

Method of Payment (please check all applicable boxes)

Check ☐

Cash ☐

MasterCard ☐

Visa ☐

Discover ☐

Personal ☐

Corporate ☐

□□□□□□□□□□□□□□□□

□□□□

Credit Card Number for payment of **dues** only

Exp. Date

Home address (for credit card billing purposes)

City

Zip Code

Security Number

Charge this amount to my credit card which will be processed through GrowthZone \$ \_\_\_\_\_

Signature: \_\_\_\_\_

As appears on credit card

## Procedures for REALTOR® Membership in CCR

1. Broker, Associate Broker or Salesperson must first possess a valid Maryland real estate license from the Maryland Real Estate Commission in order to begin the CCR membership process.
2. Complete a CCR Membership Application and obtain Broker or Manager's signature verifying that they are affiliated with their firm.
3. Pay the New Member Application Fee and Membership Dues.
4. Register for New Member Orientation Class and Code of Ethics Training.

**After meeting these preliminary requirements, the applicant may then be assigned a NAR Member ID#. This will allow them to make application to Bright MLS and schedule an appointment to obtain a SentiLock Card.**

Applicant **MUST ATTEND** an Orientation class for new members and an approved course on REALTORS® Code of Ethics **within sixty (60) days** of submitting their application. Failure to complete the required Orientation and Code of Ethics training within the prescribed timeframe will result in deactivation of their SentiLock Card and notification to Bright MLS of applicants' failure to uphold their commitment to the Membership process.

Once the applicant has successfully **completed all** membership requirements, their membership request will be presented to the Board of Directors for approval. *The Board of Directors typically meets the 2<sup>nd</sup> Wednesday of each month.* Membership will become final **ONLY** upon approval by the Board of Directors.

Following approval, the new member will receive a Membership Acceptance Letter from the Association President and will be presented with a Certificate of Membership and a REALTOR® lapel pin at the next General Membership Meeting. Or if they prefer, they may stop by the CCR office to pick up their certificate and pin.

## VALUE IN MEMBERSHIP

1. **Exclusive Use of the term REALTOR®.** The term REALTOR® is a registered trademark that can be used only by members of the NATIONAL ASSOCIATION OF REALTORS®. As a member of CCR you can use the term REALTOR® on any of your signs, stationery, advertising, etc.
2. **Professional Standards.** Part of CCR's Mission Statement is to promote and maintain high ethical standards of conduct within the real estate profession for the protection and benefit of the public and our membership screens and processes ethics complaints from members and the public. CCR also offers Arbitration and Mediation facilities for REALTORS® to resolve business disputes.
3. **Education.** CCR provides members with opportunities for professional growth through educational programs. Numerous opportunities exist for members to fulfill the educational requirements of the Maryland Real Estate Commission. CCR members will receive FREE continuing education classes taken through CCR for the 2025 fiscal year – this is a \$150 value for the average member who needs 15 hours to renew their license. *(NAR designation courses such as GRI, ABR, CRS, etc. and online CE classes would be excluded).*
4. **Governmental & Political Affairs.** CCR monitors County, State & Federal legislation to provide members with current information on pending and newly enacted legislation and laws pertaining to real estate. Lobbying efforts supported by RPAC on the membership's behalf, help to protect the housing industry from over regulation and can actually increase your annual income potential by protecting your real estate business interests. CCR enjoys a good relationship with local and state legislators.
5. **Communication.** CCR has various networks in place to get the word out to the membership on new legislation, education, upcoming events, etc. through the REALTOR® Talk and Legislative Minute Newsletters, General Membership Meetings, Broker/Office Manager/Designated Office Coordinator Network, and Broadcast Email Updates. Visit our website at [www.carrollcountyrealtors.net](http://www.carrollcountyrealtors.net) or e-mail us at [ccar.info@carrollrealtors.org](mailto:ccar.info@carrollrealtors.org).
6. **Networking Opportunities.** CCR holds quarterly general membership meetings to update members on current issues, receive committee reports, introduce new members, recognize individual achievements and provide members with an opportunity to network with fellow REALTORS® and affiliates. Networking is an invaluable tool in the real estate business and offers opportunities to turn social contacts into business relationships that may lead to a referral or sale.
7. **State Wide Forms.** CCR has adopted and makes available the State Wide model forms and addenda that are reviewed periodically by Maryland REALTORS® legal counsel and provided for use by the membership.
8. **Multiple Listing and Information Services.** CCR participates and provides access to state of the art on-line Multiple Listing and Information Services as a stockholder of BRIGHT MLS.
9. **SmartCharts PRO.** CCR REALTORS® will also receive FREE access to SmartCharts PRO (a \$270 yearly value). SmartCharts Pro delivers accurate, timely market data in easy-to-understand charts and reports.
10. **Tech Helpline.** A new free member benefit of CCR! Tech Helpline is the real estate industry's number one technology support service. Today, nearly half of the REALTORS® in U.S. and Canada – more than 500,000 real estate professionals – have access to Tech Helpline.
11. **Recognition Awards.** CCR pays tribute to those members who achieve various levels of production in addition to recognizing members for their outstanding REALTOR® and community service.
12. **Community Relations.** CCR is involved in various community activities which provide members with the opportunity to be involved and give back to the community from which they derive their livelihood.
13. **Equal Opportunity in Housing.** CCR participates in promoting a public commitment to Fair Housing. CCR provides the Fair Housing handbook, poster and window logo free to new broker members.
14. **RPAC.** REALTORS® Political Action Committee provides a legal means by which REALTORS® band together for the purpose of political action. Through voluntary contributions by members, RPAC supports candidates who promote housing and real estate issues on the Local, State, and National levels. RPAC defends our industry against destructive legislation like the 2000 Septic Legislation, which if passed, would have had a crippling effect on the Real Estate Industry in Carroll County.
15. **Leadership Opportunities.** Through Carroll County REALTORS®' Leadership structure, CCR provides members with a chance to become involved in the policy making decisions that mold and drive the Carroll County REALTORS® and the real estate industry. Participation in Carroll County REALTORS® Leadership provides a multitude of personal and professional growth opportunities. Development of your leadership skills enhance your REALTOR® image, it heightens your knowledge of the industry and builds confidence and business contacts.
16. **Membership Directory/Day Planner.** CCR compiles and publishes an annual membership roster in a Day Planner format for convenient quick reference to your fellow REALTORS® and Affiliates.
17. **REALTOR® Store.** Located in the CCR office, members may purchase signs, contracts/forms, books, electronic lock boxes, keypads, and various real estate related specialty items.
18. **CCR Headquarters.** The Carroll County REALTORS® Office serves as a focal point where REALTORS® gather, discuss, plan and implement programs designed to inform and educate members and to favorably promote the real estate industry.
19. **Quality Leadership. CCR has devoted volunteer leadership.** The Officers, Directors and Committee leadership work hard for the membership to keep the Carroll County REALTORS® in the forefront of the real estate industry.
20. **Courteous, Helpful Staff.** CCR employs courteous, helpful staff to carry out the daily operation of Carroll County REALTORS®. Staff is available to assist members with answers to questions, address members concerns and to work closely with leadership to accomplish the mission and goals of Carroll County REALTORS®.

*Well, that's our top twenty and we are always willing to add to the list. Please contact the Association and talk to your leadership if there is anything that we can do to enhance your membership experience.*

## CCR MISSION STATEMENT

*The Carroll County Association of REALTORS®, Inc. is an organization of real estate professionals whose objective is to provide services that will continue to elevate professionalism to the highest degree in matters involving real estate and through collective efforts aspires to:*

- Promote and maintain high ethical standards of conduct within the real estate profession for the protection and benefit of the public and the membership.*
- Promote and provide opportunities for professional growth and education.*
- Promote the preservation of the right to own, transfer, and use real property.*
- Support legislative and legal environments favorable to the real estate industry and property owners.*
- Promote and support community involvement.*
- Enhance the public image of REALTORS®*

### **Carroll County REALTORS®**

2103 Sykesville Road, Westminster, MD 21157

Phone: 410-876-3530 Fax: 410-876-5938

Website: [carrollcountyrealtors.net](http://carrollcountyrealtors.net) E-mail: [ccar.info@carrollrealtors.org](mailto:ccar.info@carrollrealtors.org)

*Thank you for making Carroll County REALTORS®  
your REALTOR® “Association of Choice”*

**We appreciate your membership!**



# Carroll County REALTORS®

2103 Sykesville Road, Westminster, MD 21157

## CCR Continuing Education Registration Form

Please **complete** and **Email** to [ccar.info@carrollrealtors.org](mailto:ccar.info@carrollrealtors.org)

**Note: If you don't receive a confirmation back from CCR that you are registered for these classes, please contact CCR. Confirmations will be sent prior to all classes. *YOU MUST PRE-REGISTER-NO WALK-INS!***

### Today's Date:

**New Member** – You have 60 days to complete Ethics & Orientation.

**Seminar Name(s) & Date:** 1.) Ethics, Flipping and Predatory Lending Date \_\_\_\_\_  
2.) Orientation Date \_\_\_\_\_  
3.) \_\_\_\_\_  
4.) \_\_\_\_\_  
5.) \_\_\_\_\_  
6.) \_\_\_\_\_  
7.) \_\_\_\_\_  
8.) \_\_\_\_\_

### Full Name on Your Real Estate License:

### Real Estate License Number:

### Real Estate Agency Name & City:

*Cost: Free to CCR Member Non-Members: \$40 for 3 hr. Seminar & \$25 for 1.5 hr. If you are not a member, please call CCR, 410-876-3530 to make payments.*

**MREC REGULATION:** Photo ID must be shown to the monitor at time of sign-in.

**Inclement Weather Policy:** If Carroll County Public Schools are delayed or closed, ALL CCR seminars will be canceled and rescheduled.

These courses are open to all licensees based on availability.

### **CCR Seminar No-Show/Cancellation Policy:**

**Members: Mandatory 24 hours cancellation policy:** A \$30.00 fee will be charged for no-show/cancellations not received 24 hours prior to seminar. Failure to pay fee when billed will result in fee being due prior to registration for any future seminar. **Non-Members: Mandatory 48 hours cancellation policy:** NO REFUNDS for cancellations not received 48 hours prior to seminar. A \$5.00 administrative fee will be charged for all cancellations.

**CCR Seminar Late Policy:** Pursuant to Maryland Real Estate Commission Rules, a participant must be present for THE ENTIRE session in order to receive Continuing Education Credits. **PLEASE BE ON TIME! THERE IS NO GRACE PERIOD!**

**CCR Seminar Electronic Transmission Policy:** Once class has begun, receiving, sending or reading electronic transmissions of information is strictly prohibited. PLEASE refrain from using electronic devices. Non-compliance will result in the withholding of continuing education credits. NO refunds will be given. If you have a disability which requires special accommodations, including the provision of auxiliary aids and services, please let us know when you register for the program.

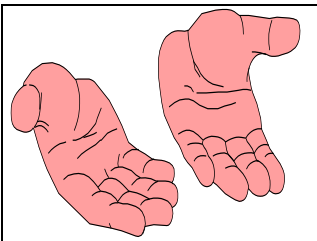


# JOIN A COMMITTEE

**Your HELPING HANDS are vital to CCR. Please do your part, sign up now for a committee!**

Members are encouraged to get involved in the Association. A good way to do this is to join a committee. Committees are currently being set up for the new fiscal year. If you are interested, please indicate your choices in order of preference by number and return this form to the Association Office for consideration.

- ☐ **AWARDS–EVENT PLANNING** - Coordinates annual awards banquet program.
- ☐ **BROKERS/MANAGERS/DOC MEETINGS** - Coordinates quarterly meetings to keep member offices informed of important industry issues, forms updates, etc.
- ☐ **BYLAWS** – Reviews and suggests amendments to keep the bylaws consistent with NAR and CCR activities and policies.
- ☐ **COMMUNITY OUTREACH** - Promotes REALTOR® image to public through community investment and involvement, volunteering, and/or service projects benefitting the Carroll County Community.
- ☐ **EDUCATION/ORIENTATION**– Coordinate CCR’s continuing education offerings. Serve as monitors for classes, enforce requirements as mandated by the MD Real Estate Commission. Distribute C.E. Certificates to attendees upon satisfactory completion of seminar, Oversee and instruct entry program for Association applicants, Facilitate Codes of Ethics Training, Educate and disseminate information regarding professional growth, business planning & networking, with involvement in CCR, MAR, NAR & the community.
- ☐ **EQUAL OPPORTUNITY** – Develop and recommend policies promoting equal opportunity in housing and real estate. Develop and implement programs promoting equal opportunity awareness among members. Sponsors annual fair housing poster contest, essay/scholarship and cosponsors an annual fair housing conference.
- ☐ **GOVERNMENTAL & POLITICAL AFFAIRS** – Evaluates proposed county and municipal level legislation and regulations that would affect the real estate industry in Carroll County. Develops responses thereto, which may include the writing of position papers and/or testifying at public hearings on issues of concern to the Association; such responses may require the approval of the Association’s Board of Directors. Also builds relationships with and enhances the Association’s image among local authorities, regulatory heads and key policymakers. Follow bills and promote interest of the real estate industry in legislative matters, Encourage members to become politically involved with legislators.
- ☐ **MEMBERSHIP** - Encourages membership in Carroll County Association of REALTORS®, Inc., reviews all applications for membership.
- ☐ **RPAC** - Encourage contributions to REALTOR® Political Action Committee. Plan, prepare and promote RPAC fundraising activities.
- ☐ **YPN** – Helps real estate professionals excel in their careers by providing encouragement and access to the latest industry news and tools through social networking and mentoring opportunities.



**NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**COMPANY:** \_\_\_\_\_

*Return to CCR: FAX: 410-876-5938*

