

## Membership Application Checklist for Agents

Multiple Listing Service of Greenville, S.C., Inc.  
50 Airpark Court • Greenville, SC • 29607  
Main (864) 672-4657 • Fax (864) 672-3232



### DOCUMENTS YOU WILL NEED FOR GGAR REALTOR® & MLS MEMBERSHIP

1. A copy of your real estate or appraiser license
2. GGAR REALTOR® Application
3. MLS Subscriber Application (signed by Broker in Charge)
4. MLS End-User Agreement
5. Payment for all applicable REALTOR® Dues and MLS Fees, if paying by check separate checks are required for GGAR and MLS. In order to be reinstated with the MLS all remaining balances, including GGAR, must be paid in full.
6. Attend MLS Orientation within **30 days** after access has been provided
7. Attend GGAR REALTOR® New Member Orientation within **60 days** after applying for REALTOR® membership

### DOCUMENTS YOU WILL NEED FOR BOARD OF CHOICE MEMBERSHIP (MLS ONLY):

(Board of Choice Membership occurs when a REALTOR® Member with another Association wants to join the Greenville MLS only)

1. A copy of your real estate or appraiser license
2. Letter of Good Standing from your Primary REALTOR® Association
3. MLS Subscriber Application (signed by Broker in Charge)
4. MLS End-User Agreement
5. Payment for all applicable MLS Fees. In order to be reinstated with the MLS all remaining balances must be paid in full.
6. Attend MLS Orientation within **30 days** after access has been provided

### 2021 AGENT QUARTERLY MLS FEE SCHEDULE

Quarter	Amount	Invoice Date	Due Date
1 (Jan - Mar)	145.00	December 10	January 10
2 (Apr - Jun)	145.00	March 10	April 10
3 (Jul - Sept)	145.00	June 10	July 10
4 (Oct - Dec)	145.00	September 10	October 10

### 2021 MLS PRORATION SCHEDULE FOR NEW MEMBERS

Join Date	Fee
1st Month of Quarter	145.00
2nd Month of Quarter	96.67
3rd Month of Quarter *	48.33

\* If the next quarterly billing has been assessed, new members will need to submit \$193.33 with their MLS Application

# MLS Subscriber Application

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Phone number (for display on your MLS listings): \_\_\_\_\_  Cell  Home  Office  Other

Phone number (for public display on GGAR.com): \_\_\_\_\_  Cell  Home  Office  Other

Fax number: \_\_\_\_\_ Website: \_\_\_\_\_

Company: \_\_\_\_\_

Broker In Charge Name: \_\_\_\_\_

## REALTOR® MEMBERSHIP

Are you a member of the Greater Greenville Association of REALTORS®?  Yes  No (if No, please provide a Letter of Good Standing from your Primary Board/Association that includes your NAR Id#.)

## SERVICE FEES

MLS Subscriber Service Fee - **\$145.00 per Quarter** (Individual Subscriber Fees do not include the lease of Supra ActiveKEYs/eKEYs. Please refer to the KeyHolder Agreement for ActiveKEY/eKEY pricing.)

## ORIENTATION

New MLS Subscribers are required to attend MLS Orientation within **thirty (30) days** of applying for membership. I will attend MLS Orientation on \_\_\_\_\_. *Please give 24 hours notice if you are unable to keep your reservation. All classes begin promptly on time. No admittance is permitted after class begins due to course content.*

## MEMBER CONSENT

I understand that by providing above my mailing address(es), e-mail address(es), telephone number(s), and fax number(s), I consent to receive communications sent from the Multiple Listing Service of Greenville, SC, Inc., the Greater Greenville Association of REALTORS®, the South Carolina Association of REALTORS®, and the National Association of REALTORS® via U.S. mail, e-mail, telephone, or facsimile at those number(s)/ location(s). In order to be reinstated with the MLS all remaining balances, including GGAR, must be paid in full.

Signature of MLS Subscriber	Date	Signature of Broker in Charge <b>** Required **</b>	Date
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## PAYMENT METHODS

Check (made payable to Greenville MLS)  
 Visa  MasterCard  American Express Amount to be charged: : \_\_\_\_\_

Card Holder Name (please print): \_\_\_\_\_

Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

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

# MLS System End-User Agreement

Multiple Listing Service of Greenville, S.C., Inc.  
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Each End-User shall be assigned a unique End-User ID by the MLS. Use and access of the System by End-Users is subject to the following terms and conditions.

**Permitted Uses.** End-Users may:

- a. Use and access the System on any compatible computer at their home or business location, provided they use and access the System on only one computer per End-User ID at any one time.
- b. Use and access the System on an internal network, file server or at such home or business location, provided that use and access is limited to End-Users who each have their own End-User ID.

**Prohibited Uses.** End-Users may not:

- a. Make unauthorized copies or reproductions of the MLS Data or Third Party Data; except that End-Users shall always be authorized to copy or reproduce MLS Data for use in their real estate brokerage or appraisal business.
- b. Loan, rent, sublicense, or otherwise temporarily or permanently transfer the MLS Data or Third Party Data compilations or their End-User IDs to anyone else.
- c. Disclosure or otherwise make available the Software or the System to any person or entity who does not have their own End-User ID. End-Users agree to take reasonable steps, by instruction, agreement or otherwise, to prevent any unauthorized use, access or disclosure of the System or their End-User ID.

The MLS of Greenville, S.C., Inc. retains all rights not expressly granted herein. Nothing in this Agreement constitutes waiver of the rights under the Copyright Laws of the United States or any foreign jurisdiction or any other federal or state law.

I have been provided a copy of the Multiple Listing Service of Greenville, SC, Inc. Rules and Regulations and I agree to those terms and conditions and the terms and conditions stated in this document. I understand that violations of this agreement may result in suspension and/or loss of MLS System Services.

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**Signature of MLS Subscriber**

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**Date**

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**Print Name**

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**Company Name**

Supra eKEY lease services will be available after your MLS application has been processed completely.

# Supra® eKEY® Comparison

eKEY Basic – Basic keybox functions on a smartphone you are already carrying

eKEY Professional – Adds MLS searches, maps, and Supra Home Tour to keybox functions

**\$50 + tax Activation Fee for all new KeyHolders**

**eKey Basic - \$14.66 per month + tax**

**eKey Pro - \$22.98 per month + tax**

	eKEY Basic	eKEY Professional
<b>Keybox Functions</b>		
Open keybox, release shackle, and read keybox	×	×
Use phone's biometric feature or Apple Watch® to open keybox	×	×
Send alert notifications from within eKEY app or Apple Watch	×	×
Change key PIN using key device	×	×
Track keybox inventory and view keybox settings on key device	×	×
Customize keybox access hours, agent note, flyer, business card in keybox	×	×
<b>Showing Activity</b>		
View showing activity details on SupraWEB	×	×
Send showing notifications when keyboxes are opened	×	×
Send showing notification when key leaves GPS geo-fence	×	×
View showing details in eKEY app	×	×
<b>Data at the Door Real-Time Property Notes</b>		
View data at the door real-time property notes	×	×
Create data at the door real-time property notes using SupraWEB	×	×
Create data at the door real-time property notes in eKEY app		×
<b>MLS Information and Searches</b>		
View MLS listing information offline within eKEY app		×
View agent roster information within eKEY app		×
View Hotsheets with new listings and changes to the MLS in last 3 days		×
View map and directions to listings at the tap of a button		×
<b>Supra Home Tour for Buyer's Agents</b>		
Create and view list of buyers		×
Create and save buyer profiles in eKEY app		×
Invite home buyers to use Supra Home Tour app for rating homes		×
Recommend listings for buyers to view and rate in Supra Home Tour app		×
View and compare buyer home ratings		×
View buyer feedback on properties and compare by buyer or listing		×

