

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 **30 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

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

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

2026 MLS ORIENTATION SCHEDULE

Orientation sessions are held at the MLS Office.
9:30 am to 12:00 pm

January 29, 2026	July 30, 2026
February 26, 2026	August 27, 2026
March 26, 2026	September 24, 2026
April 30, 2026	October 29, 2026
May 28, 2026	December 3, 2026
June 25, 2026	

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

Date

**** Required ****

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

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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.

Signature of MLS Subscriber

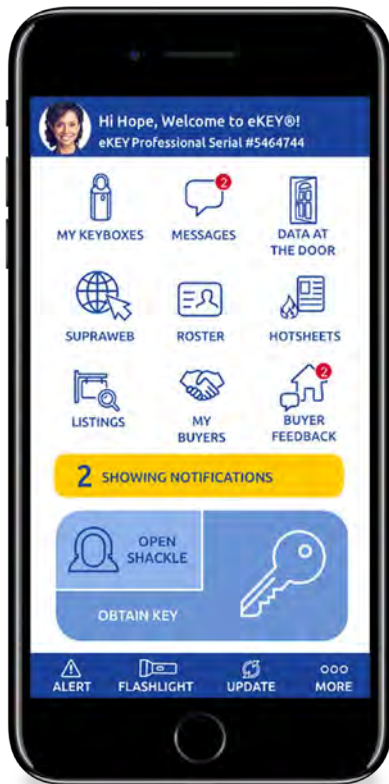
Date

Print Name

Company Name

Supra eKEY Professional and Home Tour

Get seamless access to real-time data and information, and connect with home buyers in new ways with an innovative app designed just for them.



eKEY Professional

\$50 Activation Fee
\$16.81 + tax per month

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

Smart insights

- View and search MLS listings and agent roster—even when offline—and easily connect with other agents.
- Create real-time property notes for buyer's agents to view when opening the keybox.
- Easily access your list of buyers and invite them to engage with the Supra Home Tour app in an instant.

Confidence and peace of mind

- Quickly and easily show properties using the phone's biometric feature—or even the Apple Watch®.
- Receive real-time alerts and notifications so you can elevate visibility at properties.
- View map and turn-by-turn directions to listings at the tap of a button.

Home Tour

Add value and better understand your home buyers by helping them stay connected to the showing experience.

Instant and at your service

- Capture home buyer preferences automatically in real-time—enable them to easily share feedback with their friends and family.
- Help home buyers never forget a home—give them the power to rate homes and monitor favorites.
- Stay up to date with home buyer preferences to help close sales faster.

