



Designated REALTOR® Non-Member Declaration

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The Designated REALTORS® of member firms are required to report the names of all new licensees affiliating with a member firm within ten (10) days. Failure to notify the Association of new licensees affiliated with a member firm will result in a fine of \$100 **per licensee** in addition to monthly fees for the current fiscal year that would have been due had the agent been reported on the date licensed with said firm.

If the new licensee joins the Richmond Association of REALTORS® within ten (10) days of affiliating with a member firm, this certification form is not required.

The fees to declare a non-member salesperson are posted to the Designated REALTOR®'s member account and must be satisfied prior to the last business day of the month.

	January	February	March	April	May	June
NAR	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
VAR	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00
RAR	\$ 170.00	\$ 155.83	\$ 141.67	\$ 127.50	\$ 113.33	\$ 99.17
Total	\$ 475.00	\$ 460.83	\$ 446.67	\$ 432.50	\$ 418.33	\$ 404.17
	July	August	September	October	November	December
NAR	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
VAR	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00
RAR	\$ 85.00	\$ 70.83	\$ 56.67	\$ 42.50	\$ 28.33	\$ 14.17
Total	\$ 390.00	\$ 375.83	\$ 361.67	\$ 347.50	\$ 333.33	\$ 319.17

Firm Name _____ Firm ID _____

Full Name on License _____

Contact Phone _____ Email Address _____

Real Estate License # _____ Exp. Date _____

As Designated REALTOR® for the above referenced firm, partnership or corporation I understand and accept responsibility for this licensee's responsibilities as well as his/her compliance with the Richmond Association of REALTORS® Bylaws and the Constitution and Bylaws State and National Associations of REALTORS®.

Name (print) _____
Participating Broker/ Designated REALTOR®

Signature _____ Date _____
Participating Broker/ Designated REALTOR®