

METROLIST SERVICES, INC.

CLERICAL USER REGISTRATION FORM

I, and my Participant and/or Subscriber, hereby apply for my registration in the MetroList Services, Inc., ("MetroList") Multiple Listing Service ("MLS") as a Clerical User. I understand that if I am employed by more than one Participant or Subscriber, I must sign a separate Clerical User registration form with each Participant and Subscriber.

I request registration with the following Service Center Provider for access to MetroList MLS services:

- Central Valley Association of REALTORS®
- El Dorado County Association of REALTORS®
- Lodi Association of REALTORS®
- MetroList Services, Inc.
- Placer County Association of REALTORS®
- Sacramento Association of REALTORS®
- Yolo County Board of REALTORS®

1. Last Name: _____ First: _____ MI: _____
(as shown on license) (Mrs. Ms. Mr.)

1a. Optional Personal Information for Identification purposes: Birthplace: _____
Date of Birth: _____ Mother's Maiden Name: _____

2. SS Number: _____ 3. Driver's License Number: _____

4. Participant/Subscriber Name: _____

5. Participant/Subscriber Address: (Street) _____
(City/State) _____ (Zip Code + Four) _____

6. Business Phone: () _____ 6a. Fax: () _____

7. Home Address: (Street) _____
(City/State) _____ (Zip Code + Four) _____

8. Home Phone: () _____ 8a. E-mail _____

9. I am registering with the MetroList MLS as a Clerical User. (check one) ___ I do ___ I do not have a license/certification. If you have a license, please complete question

10. My DRE License
Number is _____ DRE License Expires _____

11. My OREA Appraiser License
Number is _____ OREA License Expires _____

12. I am also (or have been) a registered Clerical User of the following MLS(s):

13. (check one) ___ I have ___ I have not been disciplined by one of the above MLS(s) (question #12), and if I have been disciplined, I have attached copies of the discipline.
14. (check one) ___ I have ___ I have not been disciplined by the DRE or OREA, and if I have been disciplined, I have attached copies of the discipline.
15. By signing this application, I understand and agree to abide by the MLS Rules and such other MLS Rules as may hereafter become applicable to Clerical Users:
- a. I meet the definition for registration as a Clerical User: "Clerical Users are individuals (whether licensed or unlicensed) employed by an MLS Participant or Subscriber and registered with the MLS who perform only clerical tasks that do not require a real estate license or an appraiser's certificate or license." (Rule 4.3)
 - b. I understand that I may have access to the information contained in the MLS solely under the direction and supervision of my Participant and/or Subscriber and that I may not provide, display or reproduce any MLS information to persons other than my Participant and/or Subscriber with whom I am registered. (Rules 12.12, 12.13 and 12.14)
 - c. I understand that I will be assigned a unique user name ("Public ID") by MetroList for each individual Participant / Subscriber by whom I am employed. I agree that I shall not permit another person to use my Public ID for access to the MLS computer system without authorization from MetroList. I understand that unauthorized access to and/or use of computers, computer systems or computer data, including misuse of my Public ID, is a crime under California penal code section 502. (Rule 12.17)
 - d. I understand that I am not eligible to lease a SuperCard nor may I use my Participant's and/or Subscriber's SuperCard for any reason. (Rule 13)
 - e. I understand that I am subject to a fine of up to \$1,000 and/or termination of MLS access and that my Participant and/or Subscriber may be subject to disciplinary action should I violate any applicable MLS Rule. (Rule 14.1.d) The procedures for MetroList Rules violations hearings (Rule 15) shall be applicable, and I agree to comply with said procedures.
16. I authorize MetroList or its representative(s) to verify any information in this application including contacting any MLS, the DRE, current or past brokers, Participants, salespersons, Subscribers or business associates. I further authorize any MLS in which I have been a member or Participant or Subscriber to release all membership and disciplinary records to MetroList or its representative(s).

17. I further authorize MetroList or its representative(s) to use this information in determining future disciplinary sanctions. I waive any cause of action including, but not limited to, slander, libel or defamation of character resulting from such verification, evaluation or other processing of this application or use of the information gathered by MetroList or its representative(s).
18. **I understand and agree that if I wish to change, modify, or terminate my MetroList MLS Service, I must so it in writing.**

I declare under penalty of perjury that the information given in this application is true and correct. Executed at _____, CA.

Clerical User Signature _____ Date _____

Signature of Participant _____ Date _____

Signature of Subscriber (if applicable) _____ Date _____

Fees Collected

Initial Registration Fee _____

Note: Monthly Access Fee will be billed by MetroList Services, Inc.

MetroList Services, Inc.

Fee Schedule

Initial Administrative Fee:	\$60.00
Key Start-Up Fee:	
D-Key	\$20.00
E-Key	\$70.00 (\$20.00 to MetroList, \$50.00 to Supra)

MetroList billing cycle (Placer, El Dorado, & Yolo)

December, January, February	billed December 1 st – due December 31 st
March, April, May	billed March 1 st – due March 31 st
June, July, August	billed June 1 st – due June 30 th
September, October, November	billed September 1 st – due September 30 th

Fee per month WITHOUT KEY \$40.00
After initial sign up, \$120.00 per three month billing cycle

Fee per month WITH D-Key \$48.50
After initial sign up, \$145.50 per three month billing cycle

Fee per month WITH E-Key Shell Lease \$40.00 to MetroList
\$26.95 + \$2.09 tax = \$29.04 to Supra

After initial sign up, \$120.00 per three month billing cycle to MetroList

E-Key Shell Lease paid directly to Supra on a monthly basis

E-Key Shell Lease is a minimum one (1) year lease and you must already own your Palm Vx

Optional Loss/Theft Insurance on E-Key Shell Lease \$25.00 annual fee to Supra

Lockboxes \$67.00 + \$4.86 tax = \$71.86

All fees are payable to METROLIST (unless otherwise stated).
Payment can be made by cash, check, Visa, or MasterCard.

Clerical Fees - \$20 per month
Start up - \$30

Oct + Nov 03 \$40
+ 30

\$70 total fees for MLS