



## LONGLEAF PINE REALTORS<sup>®</sup>, INC.

P.O. BOX 53189 • 2412 RAEFORD ROAD • FAYETTEVILLE, NORTH CAROLINA 28305  
(910) 323-1421 • FAX (910) 323-0955 • [www.longleafpinerealtors.com](http://www.longleafpinerealtors.com)



### **Policy on Licensed Assistants and Staff**

Licensed Personal Assistants or Licensed Staff affiliated with the Participant shall not be required to pay subscription fees provided that they do not list or sell property or negotiate contracts and provided that the necessary waiver form is signed by all appropriate parties. If it is determined at any time that a personal assistant or staff breaches the terms of the signed waiver, a fine will be levied against each signatory to the waiver and they will be added to the MLS roster and billing immediately.



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## MLS Waiver Application

\_\_\_\_\_  
**Applicant Name**

\_\_\_\_\_  
**Applicant Firm**

The MLS Rules and Regulations require that a subscription fee be paid by each individual having access to the MLS unless an approved waiver is on file with the Association. To qualify for a waiver, the participant must certify that the individual requesting a waiver will not be engaged in activities that require a real estate license or certification, or that the applicant will not use the MLS or MLS complication in any way, the document must be signed by BOTH the waiver application and the Designated REALTOR® to certify that this requirement is understood. Licensed personal assistants must also have their employing agent's signature.

### Type of Waiver

(Please Check One)

- Option 1 - Referral Agent Only (No MLS Access and No MLS Fees).
- Option 2 - Licensed Staff – Waiver of MLS Fees (Uses BIC MLSaccess)
- Option 3 - LICENSED PERSONAL ASSISTANTS – Waiver of MLS Fees (Uses BIC MLSaccess)

### APPLICANT

I, \_\_\_\_\_ associated with \_\_\_\_\_, certify that as a waiver applicant I am not engaged in activities that require a real estate license or certification. I understand that if, at any time, I am found to be in violation of this waiver my MLS waiver will be terminated and I will be liable for past months MLS fees.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

### DESIGNATED REALTOR®

I, \_\_\_\_\_, the Designated REALTOR® of the Firm with which the Applicant is affiliated, certify that they will not at any time engage in an activity that requires a real estate license or certification. I understand that if, at any time, they are found to be in violation of this condition their MLS waiver will be terminated and I will be assessed for the past MLS fees for the agent.

\_\_\_\_\_  
**Signature of Designated REALTOR®**

\_\_\_\_\_  
**Date**