

**REALTOR®**  
**APPLICATION**  
**2021**

*Individually we make a difference.*

**TOGETHER WE ARE**

 **PCAR**  
**STRONG**

# JOINING IS AS SIMPLE AS ONE, TWO, THREE...

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**ONE**

## Membership Application

- Complete application
  - Make sure your broker has initialed and signed
  - Your license must be listed under your employing broker with DRE ([www.dre.ca.gov](http://www.dre.ca.gov))
  - Turn in completed application to Natalie at [natalie@pcaor.com](mailto:natalie@pcaor.com)
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**TWO**

## Attend a ZOOM New Member Orientation (Found on the PCAR website calendar)

- Orientations are held every Monday and Wednesdays at 1pm and Fridays at 9 am. (Orientations start on time, If you are late you will have to sign up for the next available class)
  - Orientation needs to be complete in order for your application to be processed.
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**THREE**

## Application Processing

- The next business day after you've attend Orientation you will receive an email with your invoice to log in and complete payment.
- 2.5 hours Code of Ethics Course needs to be completed in order for your membership to fully activate.

Please contact Natalie at (916)660-5263 or [natalie@pcaor.com](mailto:natalie@pcaor.com) with any questions.

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**PCAR Staff Use Only**

Member # \_\_\_\_\_

NRDS # \_\_\_\_\_

Orientation Date: \_\_\_\_\_

Welcome E-Mail Date: \_\_\_\_\_

Ambassador Assigned: \_\_\_\_\_

# APPLICATION

1. I am applying for membership as a:

- a.  Designated REALTOR® (Broker or Office Manager)  Salesperson REALTOR®
- b.  Primary Member  Secondary Member (if joining as a secondary list your primary Association on #18)

2. Name (as it appears on your license): \_\_\_\_\_

3. Nick Name: \_\_\_\_\_

4. Professional Designations:  GRI  CRS  Others (please specify): \_\_\_\_\_

5. Office Name: \_\_\_\_\_

6. Office Address: \_\_\_\_\_  
(street) (city) (state) (zip)

7. Office Phone: \_\_\_\_\_ Office Fax: \_\_\_\_\_

8. Home Address: \_\_\_\_\_  
(street) (city) (state) (zip)

9. Which do you prefer as your primary mailing address?  Office  Home

10. Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

11. Which do you prefer as your primary phone number?  Office  Home  Cell

12. E-Mail: \_\_\_\_\_

13. Birthdate: \_\_\_\_\_

14. CalDRE License: \_\_\_\_\_ Exp. Date \_\_\_\_\_ Type of License:  Broker  Salesperson

15. Web Page Address: \_\_\_\_\_

16. Social Media Handles (These will create links to your social media pages on our online roster):

Facebook: \_\_\_\_\_ Instagram: \_\_\_\_\_

LinkedIn: \_\_\_\_\_ Twitter: \_\_\_\_\_

17. Persons other than principals, partners, corporate officers or branch office managers of real estate firms must remain employed by or affiliated with a Designated REALTOR® to be eligible for REALTOR® membership. If applicable, please complete below:  
Name of Designated REALTOR® \_\_\_\_\_ DRE License # \_\_\_\_\_
18. List Primary Association and/or all other Associations of REALTORS® to which you have belonged or do belong as a REALTOR® \_\_\_\_\_
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Please provide NRDS number, if applicable: \_\_\_\_\_

19. Have you ever been disciplined by any of the Associations listed in question 18?  Yes  No  
(If you answered yes to the above question attach copies of the discipline.)
20. Have you ever been disciplined by DRE?  Yes  No  
(If you answered yes to the above question, attach copies of the discipline.)
21. I certify that I have no record of official sanctions rendered by the courts or other lawful authorities within the past three (3) years for violations of:
- i. Civil rights laws  Yes, I certify  No, I cannot certify
  - ii. Real Estate Licensing Laws  Yes, I certify  No, I cannot certify
  - iii. Criminal convictions where (1) the crime was punishable by death or imprisonment in excess of one year under the law under which you were convicted and (2) no more than ten (10) years have elapsed since the date of the conviction or your release from the confinement imposed for that conviction, whichever is the later date.  Yes, I certify  No, I cannot certify
- If you could not certify any of the above, please attach additional sheets with all relevant details about the violation(s) including the date(s) type of violation(s) and a copy of the discipline, if any.
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**The following information to be completed only by new Designated REALTOR®/Broker Applicants:**

22. Designated REALTOR® must provide the Association with a list of licensees employed by or affiliated with them and must also regularly update the Association with any changes, additions or deletions to the list.
23. I am a (check the applicable boxes):
- |  |  |
|--|--|
| <input type="checkbox"/> Sole Proprietor   | <input type="checkbox"/> General Partner       |
| <input type="checkbox"/> Corporate Officer | <input type="checkbox"/> Branch Office Manager |
24. Are you or your firm subject to any pending bankruptcy proceeding?  Yes  No
25. Have you or your firm been adjudged bankrupt within the last three (3) years?  Yes  No
26. If you answered yes to #24 or #25, you may be required to make cash payments for membership dues.
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# TERMS & CONDITIONS OF MEMBERSHIP

**1. BYLAWS, POLICIES AND RULES.** When applying for Designated REALTOR® and REALTOR® membership, upon acceptance and payment of all dues and assessments, I will automatically become a member of the California Association of REALTORS® and the National Association of REALTORS®, as well as my local Association. I agree to abide by the bylaws, policies and rules of the Association; the bylaws, policies and rules of the California Association of REALTORS® including the California Code of Ethics and Arbitration Manual; and the constitution, bylaws, policies and rules of the National Association of REALTORS® including the NAR Code of Ethics, all as may from time to time be amended. **INITIAL** \_\_\_\_\_

**2. ORIENTATION.** I understand that if the Association requires orientation, I must attend such orientation prior to becoming a member of the Association, or by the deadline set by the Association if provisional membership is allowed. I understand that unless or until I complete required orientation, my application for membership will not be granted, including that in the event Association granted any introductory provisional membership pending timely completion of orientation, that said provisional membership will be dropped upon expiration of the deadline set. **INITIAL** \_\_\_\_\_

**3. LICENSE VALIDITY.** I understand that if my license is terminated, lapses or inactivated at any time, my REALTOR® membership is subject to immediate termination. **INITIAL** \_\_\_\_\_

**4. USE OF THE TERM REALTOR®.** I understand that the professional designation REALTOR® is a federally registered trademark of the National Association of REALTORS® (N.A.R.) and use of this designation is subject to N.A.R. rules and regulation. I agree that I cannot use this professional designation until this application is approved, all my membership requirements are completed and I am notified of membership approval. I further agree that should I cease to be a REALTOR®, I will discontinue use of the term REALTOR® in all certificates, signs, seals or any other medium. **INITIAL** \_\_\_\_\_

**5. NO REFUND.** I understand that my Association membership dues are non-refundable. In the event I fail to maintain eligibility for membership or choose to terminate membership for any reason, I understand I will not be entitled to a refund of any portion of my dues. **INITIAL** \_\_\_\_\_

**6. AUTHORIZATION TO RELEASE AND USE INFORMATION; WAIVER.** I authorize the Association or its representatives to

verify any information provided by me in this application by any method including contacting the California Department of Real Estate, my current or past responsible broker or Designated REALTOR®, or any Association where I held, or continue to hold, any type of membership. I further authorize any Association where I held or continue to hold any type of membership to release all my membership or disciplinary records to this Association, including information regarding (i) all final findings of Code of Ethics violations or other membership duties within the past three (3) years; (ii) pending ethics complaints or hearings; (iii) unsatisfied discipline; (iv) pending arbitration requests or hearings; and (v) unpaid arbitration awards or unpaid financial obligations. I understand that any information gathered under this authorization may be used in evaluating my application for membership and future disciplinary sanctions. I waive any legal claim or cause of action against the Association, its agents, employees or members including, but not limited to, slander, libel or defamation of character, that may arise from any action taken to verify, evaluate or process this application or other use of the information authorized and released hereunder. **INITIAL** \_\_\_\_\_

**7.** By signing below, I expressly authorize the Association, including the local, state and national, or their subsidiaries or representatives to fax, e-mail, telephone or send by U.S. mail to me, at the fax numbers, e-mail, telephones and addresses above, material advertising the availability of or quality of any property, goods or services offered, endorsed or promoted by the Association.

**8. ARBITRATION AGREEMENT.** A condition of membership in the Association as a REALTOR® is that you agree to binding arbitration of disputes. As a REALTOR® (including Designated REALTOR®) member, you agree for yourself and the corporation or firm for which you act as a partner, officer, principal or branch office manager to binding arbitration of disputes with (i) other REALTOR® members of this Association, (ii) with any member of the California or National Association of REALTORS®, and (iii) any client provided the client agrees to binding arbitration at the Association. Any arbitration under this agreement shall be conducted using the Association facilities and in accordance with the Association rules and procedures for arbitration, pursuant to the California Code of Ethics and Arbitration Manual. **INITIAL** \_\_\_\_\_

**9.** REALTOR® Membership dues and assessments are set forth separately in Exhibit A: Membership Dues and Assessments. **INITIAL** \_\_\_\_\_

# SIGNATURES & ANNUAL DUES

**ANNUAL DUES.** I understand the Placer County Association of REALTORS® bills twice annually and if payment is not received by the due date, my Designated REALTOR® becomes responsible for said dues pursuant to PCAR Bylaws Article IX, Section 2(b).

CAR/NAR Dues	January 31 <sup>st</sup>	<b>\$369</b>	<b>AGENT INITIAL</b> _____
PCAR Dues	July 1 <sup>st</sup>	<b>\$199</b>	<b>BROKER INITIAL</b> _____

**AMBASSADOR PROGRAM.** PCAR has Ambassadors ready to help you get the most out of your membership. The Ambassador program is designed to help you realize the maximum benefits of your membership by identifying the best areas for you to get involved by informing you of networking opportunities with fellow members.

It is customary practice of the Placer County Association of REALTORS® to not disseminate or share its member’s contact information; therefore, if you would like to be contacted by an Ambassador after joining the Association, please initial. **INITIAL** \_\_\_\_\_ (optional)

**SIGNATURES.** I certify that I have read and agree to the terms and conditions of this application and that all information in this application is true and correct. (Please sign as applicant and have broker (Designated REALTOR®) sign as applicable.)

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

# Exhibit A MEMBERSHIP DUES & ASSESSMENTS

Month	PCAR New Member Fee	PCAR PCAR Allocation	CAR New Member Fee**	CAR Allocation and REALTOR® Action Assessment*	NAR/ Special Assessment	Total
January	\$80	\$99.50	\$100	<b>\$184.00</b>	<b>\$185.00</b>	<b>\$648.50</b>
February	\$80	\$99.50	\$100	\$168.67	\$172.50	<b>\$620.67</b>
March	\$80	\$99.50	\$100	\$153.33	\$160.00	<b>\$592.83</b>
April	\$80	\$49.75	\$100	\$138.00	\$147.50	<b>\$515.25</b>
May	\$80	\$49.75	\$100	\$122.67	\$135.00	<b>\$487.42</b>
June	\$80	\$49.75	\$100	\$107.33	\$122.50	<b>\$459.58</b>
July	\$80	<b>\$199.00</b>	\$100	\$92.00	\$110.00	<b>\$581.00</b>
August	\$80	\$199.00	\$100	\$76.67	\$97.50	<b>\$553.17</b>
September	\$80	\$199.00	\$100	\$61.33	\$85.00	<b>\$525.33</b>
October	\$80	\$149.25	\$100	\$46.00	\$72.50	<b>\$447.75</b>
November	\$80	\$149.25	\$100	\$30.67	\$60.00	<b>\$419.92</b>
December	\$80	\$149.25	\$100	\$15.33	\$47.50	<b>\$392.08</b>

\*\*\*REALTOR® Action Fund (optional)

**Help Protect Your Livelihood:** Contribute to the REALTOR® Action Fund with your dues payment

**\$20**  
Introductory Level

**\$49**  
“The Minimum Cost of Doing Business”

**\$148**  
“The True Cost of Doing Business”

Political contributions are not deductible as charitable contributions for federal and state income tax purposes. Dues payments & assessments (Local Association, C.A.R., and NAR) and contributions to “REALTOR® Action Fund” are not tax deductible as charitable contributions. Contributions to the C.A.R. Housing Affordability Fund are charitable and tax deductible to the extent allowable under both Federal and State law. However, the dues portion of your bill, excluding the portion of dues used for lobbying activities, REALTOR® Action Assessment and REALTOR® Action Fund, may be deductible as ordinary and necessary business expenses. Please consult your tax professional.

\* The REALTOR® Action Assessment is a mandatory, pro-rated \$49 state political assessment which may be satisfied in one of two ways: either (1) a voluntary contribution to CREPAC and/or CREIEC and/or other related political purposes or (2) a designation of the funds for political purposes in the C.A.R. general fund. You may include the entire amount on one check and if you do so, the assessment will go into CREPAC and/or CREIEC, or other related political purposes. If you choose not to contribute to a C.A.R. Political Action Committee (PAC), you must do so in writing and the entire assessment will be placed in the C.A.R. general fund and used for other political purposes. PAC contributions from the REALTOR® Action Assessment will be allocated among CREPAC and CREIEC and possibly IMPAC and ALF. The allocation formula is subject to change. Payment of the assessment is a requirement of maintaining membership.

\*\* \$70 of the \$100 C.A.R. New Member Fee will automatically be deposited into the C.A.R. Issues Mobilization Political Action Committee (“IMPAC”). The \$70 assessment is mandatory. If you choose not to contribute to IMPAC, you must do so in writing and the entire \$70 assessment will be placed in the C.A.R. general fund and used for other political purposes.

\*\*\* Make a difference by helping promote REALTOR® interests through the political process and designate an additional \$49 or more to the REALTOR® Action Fund. \$49 is the suggested additional voluntary contribution but you may give more, or less, or nothing at all. See additional information on the political contribution structure and allocation in the Legal Notices and Disclosures set forth below. No member will be favored or disfavored by reason of the amount of his/her contribution or his/her decision not to contribute. Contributions to the REALTOR® Action Fund will be allocated among C.A.R.’s political action committees (CREPAC, CREIEC, and CREPAC/Federal) according to a formula approved by C.A.R. depending on whether it is a personal or corporate contribution. The allocation formula is subject to change including re-designating a portion to IMPAC and ALF. Failure to contribute to RAF will not affect an individual’s membership status in C.A.R.

All dues, assessments and fees are non-refundable

## LEGAL NOTICES AND DISCLOSURES

### **REALTOR® ACTION ASSESSMENT & FUND: Explanation and Legal Notice**

California Association of REALTORS® (C.A.R.) Political Action Committees: C.A.R. sponsors four Political Action Committees (PACs). CREPAC is used to support state and local candidates to further the goals of the real estate industry. CREIEC is an independent expenditure committee that independently advocates for or against candidates in accordance with the interests of the real estate industry. CREPAC/Federal supports candidates for the U.S. Senate and House of Representatives. IMPAC supports local and state ballot measures and other advocacy-oriented issues that impact real property in California. IMPAC is funded by your dues dollars. C.A.R. also supports the Advocacy Local Fund (ALF), a non-PAC fund.

REALTOR® Action Assessment (RAA): This mandatory \$49 state political assessment (pro-rated based on when you join) may be satisfied in one of two ways: either (1) a voluntary contribution to CREPAC and/or CREIEC and/or other related political purposes or (2) a designation of the funds for political purposes in the C.A.R. general fund. You may include the entire amount on one check and if you do so, \$49 or your pro-rated amount (based on when you join) will go into CREPAC and/or CREIEC, or other related political purposes. If you have an assessment that is over \$98 due to your DR nonmember count, then any amount over \$98 contributed to the state PACs (i.e. CREPAC and CREIEC) will go into CREIEC. If you choose not to contribute to a PAC, you must do so in writing and the entire assessment of \$49 (or your pro-rated amount based on when you join) will be placed in the C.A.R. general fund and used for other political purposes. PAC contributions from the REALTOR® Action Assessment will be allocated among CREPAC and CREIEC and possibly IMPAC and ALF. The allocation formula is subject to change. Payment of the assessment is a requirement of maintaining membership.

REALTOR® Action Fund (RAF): REALTORS®, and REALTOR-ASSOCIATES® may also participate in RAF by including an additional voluntary contribution on the same check as your dues and assessment payment. Forty-nine dollars (\$49) is the suggested additional voluntary contribution, but you may give more, or less, or nothing at all. No member will be favored or disfavored by reason of the amount of his/her contribution or his/her decision not to contribute. Contributions to the REALTOR® Action Fund will be allocated among C.A.R.'s political action committees (CREPAC, CREIEC, and CREPAC/Federal) according to a formula approved by C.A.R. depending on whether it is a personal or corporate contribution. The allocation formula is subject to change including re-designating a portion to IMPAC and ALF. Failure to contribute to RAF will not affect an individual's membership status in C.A.R.

CORPORATE CONTRIBUTIONS to C.A.R.'s PACs are permissible and may be used for contributions to state or local candidates or for independent expenditures to support or oppose federal, state, or local candidates. However, current C.A.R. practice is to deposit all corporate contributions into CREPAC, CREIEC or IMPAC. A corporate contribution includes any contribution drawn from a corporate account.

PERSONAL CONTRIBUTIONS to C.A.R.'s PACs may be used for both state and federal elections and therefore may be deposited into CREPAC/ Federal in addition to all other C.A.R. political action committees. Up to \$200 of a REALTOR® Action Fund contribution will be divided between CREPAC/Federal and CREPAC in an allocation to be determined by C.A.R. Any amount above \$200, up to applicable legal limits, will be allocated to CREPAC/Federal.

If you are a California major donor and need specific information regarding your contributions, please contact the C.A.R. Controller's office at (213) 739-8252. Contributions in excess of the contribution limits will be reallocated to another PAC connected with C.A.R. Under the Federal Election Campaign Act, an individual may contribute up to \$5,000 in a calendar year to CREPAC/Federal.

Political contributions are not deductible as charitable contributions for federal and state income tax purposes.

### **NOTICE REGARDING DEDUCTIBILITY OF DUES, ASSESSMENTS AND CONTRIBUTIONS**

2021 ESTIMATED PORTION OF YOUR DUES USED FOR LOBBYING THAT ARE NON-DEDUCTIBLE:

NAR	30.81% of your N.A.R. Allocation (amount as pro-rated depending on the month you join)
C.A.R.	42.31% of your C.A.R. Allocation and RAA (amount as pro-rated depending on the month you join) plus 70% of your C.A.R. New Member Fee (not prorated)
Local	4.65% of your Local Allocation (amount as pro-rated depending on the month you join)

Dues payments and assessments for your local association, C.A.R. and NAR, and contributions to RAF are not tax deductible as charitable contributions. However, the dues portion of your bill, excluding the portion of dues used for lobbying activities, REALTOR® Action Assessment and REALTOR® Action Fund, may be deductible as ordinary and necessary business expenses. Contributions to C.A.R. Housing Affordability Fund are charitable and tax-deductible to the extent allowed under both federal and state law. Please consult your tax professional.

All dues, assessments and fees are non-refundable.

### **C.A.R. HOUSING AFFORDABILITY FUND:**

REALTORS® and REALTOR-ASSOCIATES® may make a voluntary, tax-deductible, charitable contribution to the C.A.R. Housing Affordability Fund (HAF) on the same check as the dues payment. HAF is a charitable nonprofit organization whose purpose is to address the statewide housing crisis. It receives contributions from REALTORS® and other individuals as well as businesses and other organizations and distributes funds through local associations of REALTORS® toward programs that increase homeownership and the supply of housing across the state.

HAF is exempt under Section 501(c)(3) of the IRS Code. Contributions to HAF from both individuals and businesses are charitable and tax-deductible to the extent allowed under both federal and state law.

Individual contributions are designated by 'Keys to California' Pins: Ambassador (\$25), Bronze (\$100), Silver (\$500) with an option to renew annually for \$250, Gold (\$1,000) with an option to renew annually for \$350, and Founder's Circle (\$1,500) with an option to renew annually for \$500. For information about HAF, including major non-cash gifts or corporate sponsorships, visit [www.carhaf.org](http://www.carhaf.org) or contact the HAF at 213-739-8200 or by mail at 525 S. Virgil Ave., Los Angeles, CA 90020.

YOUR SUBSCRIPTION TO CALIFORNIA REAL ESTATE MAGAZINE IS PAID FOR WITH YOUR DUES AT A RATE OF \$6.00 AND IS NON-DEDUCTIBLE THEREFROM.



# PAYMENT AUTHORIZATION FORM

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## Payment Information:

Please process my application on \_\_\_\_\_ and I agree to pay \$ \_\_\_\_\_ + \_\_\_\_\_  
(date) (dues) (RAF Contribution)

Check (payable to PCAR)       Cash       Credit Card:

Name on Card \_\_\_\_\_

Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

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

**This document will be destroyed after processing.**