

**Heartland Board of REALTORS® ADDITION  
/ CHANGE FORM**

Company Name \_\_\_\_\_ Company Phone \_\_\_\_\_

Office / Branch Address \_\_\_\_\_

**If this is for a license return, please include a copy of the letter sent to the State.**

**Applicant's Status**

**New Licensee** (When licensee NEVER held an Ohio Real Estate License)

**Reinstatement** (Licensee was previously licensed but had license on Deposit with Division of Real Estate. If more than one year licensee will be treated as a new licensee.)

**Transfer** (Licensee transfers into your company from another HBOR member company.)

**Licensee Return** (When your company returns the license to the Division of Real Estate.)

**Multiple Listing Only** (When licensee is a member of a Board other than HBOR and your company is an MLS participant. Please indicate Board of Choice below.)

**Non-Licensed Office Personnel**

Please indicate which board is your primary board of choice: \_\_\_\_\_

**Access Level Requested**

**Agent with listing load capabilities**

**Agent without listing load capabilities**

**Broker with listing load capabilities**

**Office Manager with listing load capabilities**

**Office Staff –** (NON LICENSEE office personal needing MLS access. Listing Secretary access will be able to change any listing in the Office or Firm.)

**Note: The Annual MLS Access Fee for a Listing Secretary or Agent Assistant is \$50.00.**

Month	Application Fee	OR New Member Fee	OR Dues	NAR Dues	HBOR Dues	MLS Fees	Total
January	\$ 75.00	\$ 25.00	\$ 175.00	\$ 185.00	\$ 158.00	\$ 256.00	<b>\$ 874.00</b>
February	\$ 75.00	\$ 25.00	\$ 162.50	\$ 172.50	\$ 145.00	\$ 213.00	<b>\$ 793.00</b>
March	\$ 75.00	\$ 25.00	\$ 150.00	\$ 160.00	\$ 132.00	\$ 171.00	<b>\$ 713.00</b>
April	\$ 75.00	\$ 25.00	\$ 137.50	\$ 147.50	\$ 119.00	\$ 128.00	<b>\$ 632.00</b>
May	\$ 75.00	\$ 25.00	\$ 125.00	\$ 135.00	\$ 105.00	\$ 85.00	<b>\$ 550.00</b>
June	\$ 75.00	\$ 25.00	\$ 112.50	\$ 122.50	\$ 92.00	\$ 43.00	<b>\$ 470.00</b>
July	\$ 75.00	\$ 25.00	\$ 100.00	\$ 110.00	\$ 79.00	\$ 512.00	<b>\$ 901.00</b>
August	\$ 75.00	\$ 25.00	\$ 87.50	\$ 97.50	\$ 66.00	\$ 469.00	<b>\$ 820.00</b>
September	\$ 75.00	\$ 25.00	\$ 75.00	\$ 85.00	\$ 53.00	\$ 426.00	<b>\$ 739.00</b>
October	\$ 75.00	\$ 25.00	\$ 62.50	\$ 72.50	\$ 40.00	\$ 384.00	<b>\$ 659.00</b>
November	\$ 75.00	\$ 25.00	\$ 50.00	\$ 60.00	\$ 26.00	\$ 341.00	<b>\$ 577.00</b>
December	\$ 75.00	\$ 25.00	\$ 37.50	\$ 47.50	\$ 13.00	\$ 298.00	<b>\$ 496.00</b>

**\*\*All new agents licensed 8/1/19 to 12/31/19 will be billed 2020 dues of \$518 on 1/2/20 due on 2/2/20\*\***

NAME \_\_\_\_\_ REAL ESTATE FILE # \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE for LISTINGS \_\_\_\_\_ (hm/cell/off) DATE LICENSED \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

TRANSFER FROM \_\_\_\_\_ to \_\_\_\_\_  
(Old Company) (New Company)

**\*\*I am aware of the fees outlined by HBOR and acknowledge they must be paid in full before MLS access is granted.\*\***

**Both signatures are required below or this form is incomplete and will not be accepted.**

\_\_\_\_\_  
(Agent Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Broker Signature)

\_\_\_\_\_  
(Effective Date)

Please return completed form and all proper paperwork to:

Shari Burkmier via email shari@heartlandbor.org or Fax: 419-422-1453