



660 American Avenue, Suite 203 • King of Prussia, PA 19406
 Business Office: 1-610-783-4650
 Help Desk: 1-877-330-9900

NEW MEMBER APPLICATION

Please read and understand all Fees and Billing Policies below.

Complete New Member Application. Complete the Account Profile Information page, the Unlicensed Assistant Policy/Form, if applicable, and the Payment Information on the last page, which totals your Membership Application fees.

Include payment. Full payment for all fees is required to process your application. Follow instructions on the last page to calculate your membership fees. TREND accepts Visa, MasterCard, American Express, Discover or personal check. Make all checks payable to TREND.

Send to TREND. Be sure to include all completed forms and payment information. Fax to TREND at: 1-610-783-4699 or mail to TREND at: 660 American Avenue, Suite 203, King of Prussia, PA 19406.

Receive your password. Once your membership application is processed, you will receive an e-mail from TREND with your TREND login name and password and instructions on how to enter the Member Area of our website (Please allow at least one business day from our receipt of your application/payment to process your membership request. If you send your application via U.S. mail, please allow an additional 3-5 business days.)

Attend training. TREND strongly recommends that you attend a training course on the MLS. TREND offers training courses on the MLS and Public Records systems which range from introductory to intermediate lessons. To register for training, use the TREND login name and password that you will receive via e-mail once your membership is processed, to enter the Member Area of our website and register.

QUESTIONS? Contact TREND by logging into TREND and using our “Contact Us” section.

MLS FEES

Subscriber Fees	New Subscriber Fee	\$100 per subscriber <i>This fee is required for all new subscribers and to restore MLS services for a terminated subscriber (plus all unpaid fees).</i>
	MLS Subscription Fee	\$126 (billed semi-annually) <i>This fee applies for each subscriber, including the Participant/Broker and licensed assistants, who places his or her license or certification in the member office.</i>
	Unlicensed Assistant Fee	\$30 per unlicensed assistant (billed semi-annually) <i>This fee provides your assistant with his or her own log-in name and password.</i>
	Middlesex Subscriber Fee	\$120 per Middlesex subscriber <i>This one-time fee is required for new subscribers belonging to Middlesex offices.</i>
	Listing Fees	Subscriber-loaded: FREE TREND-loaded:\$40 per listing (billed monthly to the office)
	Middlesex Subscriber Listing Fees	Subscriber-loaded:\$20 per listing (billed monthly) TREND-loaded:\$40 per listing (billed monthly to the office)
	U.S. Mail Billing Preference Fee (optional)	\$15 per semi-annual paper bill <i>This fee applies to those agents who opt to have their semi-annual bill delivered by U.S. Mail or those who do not meet the criteria for E-billing.</i>

BILLING POLICIES

- All fees are non-refundable.
- Listing fees are billed monthly.
- MLS Subscription and Office Fees are billed semi-annually, due January 2 and July 2.
- On the day following the due date, a five percent (5%) late fee shall be applied to the balance due.
- MLS Subscriber Fees 20 days past due will subject the subscriber to suspension of MLS services.
- MLS Subscriber Fees or Office Fees 50 days past due will subject the entire office to suspension of MLS services.
- In order to restore MLS services, terminated subscribers must pay any unpaid fees and the New Subscriber Fee; terminated offices must pay any unpaid fees and the New Office Fee.
- Each member is billed directly for his or her MLS Subscription Fee and each Unlicensed Assistant is billed directly for his or her Unlicensed Assistant Fee. TREND looks to the office to resolve unpaid MLS Subscription and Unlicensed Assistant Fees should the member not pay promptly.

Account Profile Information

Information is required unless noted optional.
Information noted by a † is not required for Unlicensed Assistants only.

UPDATING INFORMATION

Once you are a member of TREND you will be able to login and update this information at any time from the "My Profile" section of our website.

MEMBER NAME

Title (optional)

Mr
 Mrs
 Miss
 Ms

First Name _____ M.I. _____

Nickname _____

Last Name _____

Job Title (select one only)

- | | |
|---|--|
| <input type="checkbox"/> Broker of Record | <input type="checkbox"/> Office Assistant (Unlicensed) |
| <input type="checkbox"/> Owner only | <input type="checkbox"/> Agent(s) Assistant (Licensed) |
| <input type="checkbox"/> Office Manager | <input type="checkbox"/> Agent(s) Assistant (Unlicensed) |
| <input type="checkbox"/> REALTOR® | <input type="checkbox"/> Appraiser |
| <input type="checkbox"/> REALTOR® (Pending) | <input type="checkbox"/> Office Assistant (Licensed) |

MEMBER LOGIN INFORMATION

Login Name _____

May be no longer than 30 characters. Must contain only letters, numbers, spaces, dashes or single quotes. No special characters, such as \ / : * ? " ' < > |.

@

E-mail Address _____

E-mail on MLS Roster (check one) Yes No
Select "Yes" to have your e-mail address display on the MLS Agent Roster available only to other TREND members.

Promotional E-mail From TREND (check one) Yes No
Select "Yes" if you would like TREND to send you the TRENDLINK, customer surveys and notice of third-party promotions via e-mail.

www. _____

Individual Website Address (optional) _____

HOME ADDRESS

Home Address _____

HOME ADDRESS (continued)

Home City _____

Home State _____

Home Zip + 4 _____

Preferred Address (check one) Home Office

Choose the address where you would like TREND to send correspondence, including but not limited to TRENDLINKs, TRENDs in Technology Giveaway Game piece, and TREND bills if you select U.S. Mail as your "Preferred Billing Method."

Preferred Billing Method (check one) Electronic U.S. Mail

Choose "Electronic" to receive your MLS Fee bills electronically, via e-mail and through our website. You must have a valid e-mail address on file to select this method. Choose "U.S. Mail" to have your MLS Fee bills delivered via U.S. Mail to your "Preferred Address." **If you choose this billing method, there will be a \$15 charge added to your bill.**

PHONE NUMBERS

(_____) _____

Home Phone _____

Home Phone on MLS Roster (check one) Yes No

Choose "Yes" if you would like your home phone number to display on the TREND MLS Roster available only to other TREND members. You must choose "Yes" if you want your Home Phone Number to be your Preferred Phone Number.

(_____) _____

Mobile Phone Number (optional) _____

(_____) _____

Pager Number (optional) _____

(_____) _____

Direct Office Phone Line (optional) _____

Preferred Phone Number (check one)

Select the phone number where you wish us to reach you by phone, unless otherwise specified. If you set "Home Phone on MLS Roster" to "No" your home phone number will not be available here.

- | | | |
|--|---------------------------------|---------------------------------|
| <input type="checkbox"/> Home | <input type="checkbox"/> Mobile | <input type="checkbox"/> Office |
| <input type="checkbox"/> Direct Office | <input type="checkbox"/> Pager | |

(_____) _____

Personal Fax Number (optional) _____

Preferred Fax Number (check one) Office Home

Continued on next page.

Account Profile Information (continued)

LICENSE AND ASSOCIATION

- License Type:
- | | |
|---|--|
| <input type="checkbox"/> Broker of Record | <input type="checkbox"/> Certified Appraiser |
| <input type="checkbox"/> Associate Broker | <input type="checkbox"/> Licensed Appraiser |
| <input type="checkbox"/> Salesperson | <input type="checkbox"/> Not Licensed |

License Number†

/ /

License Exp. Date†

License State†

/ /

Primary REALTOR® Assoc./Board

Date Joined

/ /

Other REALTOR® Assoc./Board (optional)

Date Joined (optional)

MLS INFORMATION

NRDS ID (optional)

Primary Business

- | | |
|---|--|
| <input type="checkbox"/> Appraisals | <input type="checkbox"/> Property Management |
| <input type="checkbox"/> Commercial Sales/Rentals | <input type="checkbox"/> Relocation Services |
| <input type="checkbox"/> Land Sales | <input type="checkbox"/> Residential Rentals |
| <input type="checkbox"/> Other | <input type="checkbox"/> Residential Sales |

Secondary Business (optional)

- | | |
|---|--|
| <input type="checkbox"/> Appraisals | <input type="checkbox"/> Property Management |
| <input type="checkbox"/> Commercial Sales/Rentals | <input type="checkbox"/> Relocation Services |
| <input type="checkbox"/> Land Sales | <input type="checkbox"/> Residential Rentals |
| <input type="checkbox"/> Other | <input type="checkbox"/> Residential Sales |

OFFICE INFORMATION

Office Name

Office Broker/Participant

Office City

Office State

TREND Office Use Only

Help Desk Representative

Date

Approved by

Date

TREND Policy on Unlicensed Assistant Access to and Use of TREND's MLS Database and Public Records Database

Upon completion and submission of this form by a Participant, TREND provides unlicensed persons acting as office or agent assistants with a TREND login name and password. Unlicensed assistants must be employed by the brokerage firm or be employed by a Participant, a Subscriber or a group of Participants and/or Subscribers. Unlicensed assistants may only access the TREND MLS database and the Public Records tax database provided by TREND, unless precluded by law, for the purpose of assisting a TREND Participant or Subscriber to:

- Obtain a listing
- Enter or maintain a listed property in the TREND MLS database
- Determine available homes to be shown to potential buyers
- Determine the market value of a property
- Compile names and addresses of potential buyers and sellers of real estate
- Assist in the completion of the sale of a property in accordance with an agreement of sale.

NOTE:

An office assistant is an individual employed by a brokerage firm to assist the broker of record of with the work of the office or the firm.

An agent assistant is an individual employed by a Participant, a Subscriber or a group of Participants and/or Subscribers to assist with their work.

To be completed by the Participant/Broker:

Name of Unlicensed Assistant

Name(s) and License Number(s) of those being assisted

Participant/Broker wishes Unlicensed Assistant to have:

- Access to all listings in entire firm (Office Assistants Only)
- Access to all listings in this office only (Office Assistants Only)
- Access to only listings of one or more licensees (Agent Assistants Only)

Name of Office

City/State/Zip of Office

Office Phone

Office Fax

Name of Participant/Broker

Participant/Broker's **full** Real Estate License Number

Participant/Broker Signature

Date

* **Signature indicates acceptance of and intention to abide by the policy stated on this form**

PAYMENT INFORMATION

MLS Subscription fees and Unlicensed Assistant fees run and bill in six (6) month cycles. (Jan.–June and July-Dec.) In May, June, NOV., and Dec., subscriptions carry over to include the next cycle.

Licensed Agents, use this fee chart:

Find the current month, circle the Total for that month. Enter it into the total box at the bottom and pay the total amount.

If month is...	January or July	February or August	March or September	April or October	May or November	June or December
New Subscriber Fee	\$100	\$100	\$100	\$100	\$100	\$100
MLS Subscription Fee	\$126	\$105	\$84	\$63	\$168	\$147
Total	\$226	\$205	\$184	\$163	\$268	\$247

Unlicensed Assistants, use this fee chart:

Circle the correct Unlicensed Assistant fee based on the current month. Enter that total into the total box and pay the total amount.

If month is...	January or July	February or August	March or September	April or October	May or November	June or December
Unlicensed Assistant Fee	\$30	\$25	\$20	\$15	\$40	\$35

Middlesex Reciprocal agents pay a one-time \$120 fee.

Make sure you have all completed forms and letters:

- Account Profile Information page
- Unlicensed Assistant Policy/Form (if applicable)
- Payment Information

Send completed application to TREND:

By Fax: 1-610-783-4699
 By Mail: 660 American Avenue
 Suite 203
 King of Prussia, PA 19406

Payment Information:

- All fees are non-refundable.
- Charge will appear on your credit card statement as "Delaware Valley Real Estate Information Network."
- Payment constitutes an agreement to abide by all TREND's Rules, Regulations, Bylaws and Policies.

- Check / Money Order
  Visa
  MasterCard
  AmEx
  Discover

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Credit Card Number

				/				
--	--	--	--	---	--	--	--	--

Expiration Date

Print Cardholder Name

Date

Signature

TOTAL

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TREND Office Use Only

Member # (Rap ID)

Office # (Rap ID)

Help Desk Representative

Date