



Real Answers for Real Estate

GNAR MEMBERSHIP POLICY

1. The membership application process as established by the Directors is as follows:
 - a. Application filed and application fee paid
 - b. Attend Orientation class
 - c. Pass ethics test with a grade of 70 or above
 - d. Name published and presented to the membership
 - e. Applicant reviewed by Membership Committee and recommended to Directors
 - f. Reviewed for approval by Directors

2. Processing the application of a designated REALTOR® is as follows:
 - a. A valid real estate license and actively engaged in the real estate business or its recognized branches
 - b. A place of business in compliance with local zoning regulations
 - c. A favorable business reputation in the community
 - d. No recent or pending bankruptcy
 - e. Completed the Association's indoctrination course
 - f. Signed his/her intention to abide by the Constitution, Bylaws, Policy and Rules and Regulations of the Local Board, the State Association, and the National Association of REALTORS®

3. In processing the application of a REALTOR® affiliated with a Designated REALTOR®, applicants must complete, or have the following:
 - a. A valid real estate license and actively engaged in the real estate business or its recognized branches
 - b. Be employed by a REALTOR® or affiliated with him/her as an independent contractor
 - c. Make written application for REALTOR® membership in the Association
 - d. Signify his/her intention to abide by the National Association of REALTORS® Code of Ethics
 - e. Signify his/her intention to abide by the Constitution, Bylaws, Policy, and Rules and Regulations of the Local Board, the State Association, and the National Association of REALTORS®
 - f. Complete the Board indoctrination course

4. The Applicant shall be required to complete the New Member Orientation Session within three (3) months of filing the application and non-refundable application fee. If the Applicant fails to meet this requirement, the application will be terminated and returned. If the agent wishes to affiliate with the Association at a later date, he or she

will be required to again file another application, pay the application fee again, and begin the process again.

- a. If a REALTOR[®] is simply transferring his/her primary membership from another Association and has previously been through that Association's orientation program, has been a continuous member in good standing, and can furnish a letter of good standing from their previous Association, then the application fee and orientation session requirements will be waived. If a REALTOR[®] is transferring from another Association due to a change of office or broker, the transfer must be made within 30 days of the change in order to retain REALTOR[®] membership and receive the waiver of application fee and orientation session.
5. If a REALTOR[®] transfers from one member company to another, the Board charges a transfer fee of \$10.00 (waived).
6. If a Designated REALTOR[®] closes his/her firm, the agents affiliated with the firm will not be charged a transfer fee if they transfer to a firm within the Association's membership within thirty (30) days after the date the firm closed.
7. If a REALTOR[®] must leave a firm because of circumstances beyond his/her control (illness, death in the immediate family, etc.) he/she will not be charged a transfer fee if he/she affiliates himself/herself with a Designated REALTOR[®] within thirty (30) days after leaving the firm.
8. If a Designated REALTOR[®] merges his/her firm with a firm of another Designated REALTOR[®], the agents affiliated with the firms will not be charged a transfer fee. Any agents who elect to affiliate with a firm other than the merging firms will not be charged a transfer fee if they notify the Association within thirty (30) days of the date of the merger that their license has been placed in a firm within the Greater Nashville Association of REALTORS[®] Nashville Association of REALTOR[®] membership.
9. Reinstatement Policy is as follows:
For a person who has not been a member of the Association for less than six (6) months:
 - a. Pay \$150.00 reinstatement fee
 - b. Not required to attend orientation
For a person who has not been a member for more than six (6) months:
 - a. Must apply as a new member
10. Brokers are required to notify the Association in writing regarding any changes in the company or in the status of their agents. This includes new agents joining the company, agents leaving the company, and any broker changes.

If the broker does not notify the Association within thirty (30) days of an agent's status change, the broker is subject to a fine of \$100.00.

11. After NAR and TAR dues are paid for the calendar year, there will be no refund of dues. Members may appeal this decision to the Membership Committee. The Membership Committee will review these appeals on an individual basis. Any appeal granted by the Membership Committee must be approved by the Board of Directors.
12. Billing for annual membership dues begins in the month of October for the following calendar year. To be considered timely, membership dues must be either postmarked by December 31, paid online by December 31, or received in the GNAR office by the close of business on December 31. There will be a five day grace period beginning January 1. Any members still owing dues at the end of this grace period will be terminated. Beginning January 6, all unpaid accounts will be assessed a \$50 late fee.

If payment is received in the GNAR office by 5:00 pm on January 31 for delinquent dues and late fees, members will have their terminated memberships automatically reinstated. Any agents paying dues after January 31st will be assessed a \$100 reinstatement fee in addition to the \$50 late fee.

As of February 1, offices with delinquent accounts will be automatically suspended from GNAR membership and reported to RealTracs.

13. The Tennessee Real Estate Commission requires all agents to use the name as it appears on their license for advertising and educational reporting. As such, GNAR will only list members by their formal license name in the membership database.

No provision will be made for the use of nicknames, initials or other forms of recognition. Using this standard for all Realtor Association (local, state and national) and TREC records and communication will make all data consistent and eliminate duplication and inaccuracy.

14. All late fees and reinstatement fees must be paid or appealed by March 31st. Any members with unpaid fees who haven't filed an appeal, will be terminated as of April 1st. If the former member wishes to reinstate after April 1, they will be required to pay a \$150 reinstatement fee in addition to any unpaid late fees.