



**HRRRA.com**

*Hampton Roads  
REALTORS® Association*

## *Membership Application for the Hampton Roads REALTORS® Association*

The Hampton Roads REALTORS® Association (HRRRA) application process is broken down into five steps to make it as easy as possible. Please call us with any questions at 757-473-9700. **Welcome to the family!**

### **Step 1**

Read and complete this packet. It is your responsibility to *initiate the membership process within 30 days of placing your license* with a REALTOR® firm.

### **Step 2**

*Submit this form to HRRRA with the non-refundable \$307 Application Fee (\$152 HRRRA Application Fee and \$155.00 Virginia REALTORS® New Member Fee). Once processed, you'll have full access to HRRRA's products and services.*

### **Step 3**

Per our bylaws, your application will be forwarded to the HRRRA Board of Directors. Once approved, *a letter of confirmation with a membership investment invoice will be mailed to you.*

### **Step 4**

*Pay your membership investment within 30 days of the invoice and attend one of the next three HRRRA New Member Orientation classes. You will then be entitled to use the official REALTOR® trademark.*

### **Step 5**

When the application process is complete, *you'll be a member in good standing* of HRRRA (local), Virginia REALTORS® (VR) and the National Association of REALTORS® (NAR) and can proudly say, "I am one®."

## Part 1 - Applicant Information

Please read carefully and neatly print or type.

**I hereby apply for:**

- REALTOR®   
  REALTOR® (Principal or Managing Broker)   
  Secondary REALTOR®  
 Reinstate REALTOR® *(if within 12 months of membership termination, no application fee required)*

Name (as on License): \_\_\_\_\_

Title:  Mr.  Mrs.  Ms. Nickname: \_\_\_\_\_

Date of Birth (MM/DD/YYYY): \_\_\_\_/\_\_\_\_/\_\_\_\_

I prefer to have all HRRRA mail sent to my:  Home (or)  Office

I prefer to receive all billing/invoicing via:  Mail (or)  Email

Home Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Branch (if applicable): \_\_\_\_\_

Office Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email (required): \_\_\_\_\_ *(HRRRA does not share or sell email addresses.)*

Website: \_\_\_\_\_

Pre-license education school name: \_\_\_\_\_

VA Real Estate License #: \_\_\_\_\_ Exp: \_\_\_\_/\_\_\_\_/\_\_\_\_

VA Appraisers License #: \_\_\_\_\_ Exp: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date first licensed in real estate: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Part 1 - Applicant Information (cont'd)

Other state(s) in which licensed: \_\_\_\_\_

Date Licensed: \_\_\_\_/\_\_\_\_/\_\_\_\_ License #: \_\_\_\_\_

Past/current member in HRRR or another REALTOR® Association/Board?  Yes  No

If Yes: { NRDS #: \_\_\_\_\_ Dates of membership: \_\_\_\_\_  
 Association/Board Name: \_\_\_\_\_  
 City/State: \_\_\_\_\_  
 Current REALTOR® (not with HRRR):  
 Is letter of good standing from your local Association **attached**?  Yes  No

I am engaged in real estate:  Full time  Part time (other occupation: \_\_\_\_\_)

**Which best describes your position?**

- Branch Managing Broker  Broker  Partnership  Principal
- General Manager (  no sales  some sales)  Licensed Assistant
- Sales Manager (  no sales  some sales)  Sales/Leasing Associate
- Other: \_\_\_\_\_

**Primary Specialization:** (choose all that apply; number in preference of priority):

- Appraisal  Broker/Owner  Buyer Broker  Commercial
- New Homes  Property Mgmt.  Resale/Residential

**Professional Designations held from the National Association of REALTORS®:**

- ABR®  AHWD®  ALC<sup>sm</sup>  ARM®  BPOR  CCIM<sup>sm</sup>  CIPS®
- CPM®  CRB<sup>sm</sup>  CRE®  CRS®  e-PRO®  GAA<sup>sm</sup>  GREEN
- GRI<sup>sm</sup>  LTG  PMN  RCE  RAA<sup>sm</sup>  RSPS  SFR
- SIOR®  SRES®  WCR  Other (\_\_\_\_\_)

Other language(s) spoken besides English: \_\_\_\_\_

*(You will appear in bilingual search results at HRRR.com.)*

**Are you involved in any recent (past three years) or pending bankruptcies?** (Applies to any real estate firm in which you are or were a sole proprietor, general partner, corporate officer or principal.)  Yes  No (If yes, please **attach** a brief explanation.)

Do you have any **record of official sanctions involving unprofessional conduct within the past three years** involving: (1) civil rights laws, (2) real estate license laws, (3) other laws prohibiting unprofessional conduct or (4) findings of violations of the REALTORS® Code of Ethics resulting in suspension or expulsion from a REALTOR® Board/Association?

Yes  No (If yes, please **attach** a brief explanation.)

## Part 2 - Councils, Committees and Advisory Groups

HRRA is organized around several groups that focus on specialties in real estate.

- **COUNCILS** hold special meetings, engage relevant speakers, and provide other programs, products and services.
- **COMMITTEES** address a core member service.
- **ADVISORY GROUPS** are formed for a single responsibility.

All these groups are open to HRRA members and there is no additional cost to sign up. Meeting dates and topics are listed in the *Hampton Roads REALTOR®* magazine, on [HRRA.com](http://HRRA.com) and in the weekly eREALTOR® email. **Check the boxes below to be placed on a group's mailing list.**

**APPRAISERS COUNCIL** — Programs focus on education and regulatory matters.

**COMMERCIAL ALLIANCE COUNCIL** — This group focuses on issues affecting commercial agents in the Hampton Roads area.

**COMMON INTEREST COMMUNITY FORUM** — Assists condo communities in the education of their boards.

**INTERNATIONAL ADVISORY GROUP** — Educates members on doing business with foreign nationals.

**GOVERNMENT AFFAIRS COMMITTEE** — Meets to guide legislative and regulatory policy; assists in selecting candidate endorsements.

**NEW HOMES COUNCIL** — Designed to meet the needs of new homes site agents and managers. Builders are invited to participate.

**OWNERS/MANAGERS COUNCIL** — Meets to discuss issues of concern to owners and managers. *(Open to owners/sales managers only.)*

**PROPERTY MANAGEMENT AND LEASING COUNCIL (PMLC)** — Property managers join together to discuss property management issues.

**RESALE COUNCIL** — Meets to plan special programs for REALTORS® specializing in residential resale.

**REALTOR®/LAWYER COMMITTEE** — Discussions include housing trends, legal issues and forms.

**YOUNG PROFESSIONALS NETWORK (YPN)** — For professionals who want to serve the community, educate themselves on the latest technology and industry practices, and network with fellow REALTORS®.

## Part 3 - Applicant's Agreement

Please read carefully and sign at the bottom.

Welcome to the Hampton Roads REALTORS® Association. In order to receive the many benefits and services available through the industry's foremost trade group, I hereby apply for membership (or reinstatement) in the Hampton Roads REALTORS® Association and enclose my application fee (if applicable) which will be returned to me if I am not elected to membership. If my application is approved, I agree as a condition of final acceptance to membership, to complete the Association's Orientation course and on my own initiative to thoroughly familiarize myself with and abide by the Code of Ethics of the National Association of REALTORS®, including the duty to arbitrate business disputes in accordance with the Code and the Association's Arbitration Manual, and the Constitutions, Bylaws, Rules and Regulations of the Hampton Roads REALTORS® Association, Virginia REALTORS®, and the National Association of REALTORS®. I further acknowledge that I may be required to satisfactorily complete a reasonable, nondiscriminatory written examination covering such Code, Constitution, Bylaws, Rules and Regulation, and duty to arbitrate, as from time to time amended. Further, I authorize the Association to request and obtain information and comments about me from any member or other person and agree that any information and documents furnished by any member or other person in response to such invitation shall be conclusively deemed privileged and not form the basis of any action by me for libel, slander, or character defamation.

I agree to pay the fees and dues established by the Hampton Roads REALTORS® Association as long as I am a member. I understand the current application fee of \$307 is due at application submission, and that the initial dues, prorated according to the schedule provided with this application, are due within 30 days of billing following application approval. I understand all outstanding dues and fees must be paid to reactivate my membership. All fees and dues are nonrefundable except in the event of non-election to membership.

I acknowledge that if I am accepted as a member and subsequently resign or am expelled from membership with an ethics complaint or arbitration request pending, the Board of Directors may condition reinstatement of membership upon my verification that I will submit to the pending ethics or arbitration proceeding and abide by the decision of the hearing panel; or, if I resign or am expelled from membership without having complied with an award in arbitration, the Board of Directors may condition reinstatement of membership upon payment of the award, plus any related cost previously established as due and payable, provided the award and such costs have not been otherwise satisfied in the interim. Upon expiration of my membership for any reason, I agree to discontinue use of the term REALTOR® and return all indications of membership. A copy of the Association's Bylaws and the National Association of REALTORS® Code of Ethics have been provided to me, and I agree to abide by them. I understand the Bylaws require me to pay my initial dues (within 30 days of billing) and to attend Orientation within three scheduled classes after application approval or this application will automatically be declared abandoned by the association and my broker will incur a personal dues increase in accordance with the Bylaws.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

My check for the \$307 application fee ( OR \$ \_\_\_\_\_ reinstatement fee) is enclosed

OR I authorize HRRR to charge \$ \_\_\_\_\_ to my:  MC  VISA  DISC

Cardholder Signature: \_\_\_\_\_

**SIGNATURE  
REQUIRED**

----- (Information below will be destroyed after processing; HRRR does NOT store CC#s.) -----

Credit Card No: \_\_\_\_\_ Expires: \_\_\_\_/\_\_\_\_ CCV: \_\_\_\_\_

## Part 4 - Broker's Certification

I certify the above applicant is employed or affiliated with my company, and I hereby recommend applicant for active membership. I have provided the applicant with a copy of the current Hampton Roads REALTORS® Association Bylaws and the National Association of REALTORS® Code of Ethics. Applicant is also aware of requirement to pay dues invoice within 30 days and attend Orientation within three scheduled classes after application approval. I certify that as Broker, I am responsible for a personal dues increase if these requirements are not met by the applicant.

Principal or Managing Broker's Name: \_\_\_\_\_

Principal or Managing Broker's Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



## Part 5 - Important Information

Principal or Managing Broker's signature required if applicant is other than a principal, partner, corporate officer, branch office manger, or trustee. Transferees from active membership in another Association/Board must provide proof of current dues payment. First year's dues are prorated monthly according to the schedule provided with this application and include those required by VR and NAR if applicable. Annually, the firm's Designated REALTOR® is assessed personal dues equal to the dues and fees required by the Local, Virginia, and National Associations for each salesperson employed by or affiliated with the firm who does not become a REALTOR®. Such salespersons have no membership standing, receive no membership benefit, and may not use the REALTOR® trademark.



# Welcome!

*We're glad to meet you.*

**For Office Use Only**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CC type or Check #: \_\_\_\_\_ Amount: \_\_\_\_\_

Agent No: \_\_\_\_\_ Firm No: \_\_\_\_\_



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