



MARTHA'S VINEYARD
MULTIPLE LISTING SERVICE

MEMBERSHIP POLICIES

UPDATED SEPTEMBER 2019

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MVMLS Membership Policies

MVMLS Membership Categories

- **Participant** - individuals who hold an active real estate license in the Commonwealth of Massachusetts and have been designated the ‘Broker in Charge’ of their office (i.e. sole proprietors, partners, corporate officers or branch office managers acting on behalf of the firm principal(s)). This individual shall have all rights, benefits, and privileges of the MVMLS, and shall accept all obligations to the MVMLS for the Participant’s firm, partnership, or corporation, for compliance with the Bylaws and Rules and Regulations of the MVMLS by all persons affiliated with the Participant who utilize the MVMLS.
- **Subscriber**- Subscribers (or users) of the MVMLS include non-principal real estate brokers, sales associates, and licensed real estate appraisers affiliated with MVMLS Participants.
- **Administrative Users** - Affiliated licensed or unlicensed administrative and clerical staff or personal assistants who are under the direct supervision of a MVMLS Participant or the Participant’s licensed designee. Administrative users do not have access to list and sell in MVMLS.

Requirements to Join MVMLS

- Must hold an active Massachusetts salesperson, broker or appraiser license.
- Broker-In-Charge must join MVMLS as your firm’s Participant. Additionally, all active real estate licensees at the office location must also join MVMLS as Subscribers or must be approved as fee waived licensees

2019 Dues & Fees

Effective January 1st, 2020, the application fee for MVMLS membership is \$500 for Participants and \$250 for

Subscribers. There is no application fee for Administrative memberships. Application fees are non-refundable.

The MVMLS access fee for REALTOR® Participants and Subscribers is \$324 annually. The MVMLS access fee for non-REALTOR® Participants and Subscribers is \$499 annually. Each office location receives one (1) complimentary administrative membership and additional administrative memberships are \$33 per quarter. For new members, fees are prorated based on the month you join and must be paid as part of the application process. Once an application has been processed and approved, prorated dues are non-refundable. For renewing members, fees are payable quarterly. MVMLS fees are non-refundable. Payment will be accepted in the form of cash, check, VISA, MasterCard, American Express or Discover.

Past Due Policy

Membership will be suspended and a past due fee of \$75 for Participants and \$25 for Subscribers will be applied to all accounts not paid 30 days after the quarterly due date. If a Subscriber's fees are not paid 60 days after the quarterly due date, the fees will be transferred to the office. Participant and due within 30 days. Failure to pay within 30 days of invoicing will result in the suspension of MLS access for the MLS Participant and any affiliated Subscribers until full payment is made.

Reinstatement Policy

Individuals who voluntarily end their membership or individuals who are suspended for nonpayment and wish to rejoin within a 12-month period must pay past fees from the date their membership ended as well as any applicable late fees. Accounts that have been inactive for more than 12 months do not need to pay past fees but must pay the application fee of \$500 for Participants and \$250 for Subscribers to rejoin.

MLS Participant Responsibilities for Fees

The Participant will be assessed a yearly fee for each salesperson and licensed or certified appraiser in the office, whether licensed as a broker, sales licensee, or licensed or certified appraiser who is employed by or affiliated as an independent contractor with such Participant, except that this fee shall be waived for licensees subject to a fee waiver under Section 6.6 of the Rules and Regulations. Payment of such fees shall be made on or before the first day of each quarter. Fees shall be prorated on a monthly basis. Administrative (whether licensed or unlicensed) clerical staff and personal assistants are eligible for MLS access for a reduced fee.

Subscriber Fee Waivers

MLS provides participants the option of a no-cost waiver of MLS fees, dues, and charges for any licensee or licensed or certified appraiser in a participating office who can demonstrate (i) subscription to a different MLS where the principal broker for the office also participates or (ii) that they work exclusively with rentals. MLS requires Participants to sign a certification for nonuse of MLS services, which includes penalties and termination of the waiver if violated. Normally, under Section 6.2 of the Rules and Regulations, any per-subscriber fee is calculated based on each salesperson and licensed or certified appraiser affiliated with a participating office. The effect of fee waiver is that the number of subscribers in a participating office for purposes of any recurring per-subscriber fees paid by a participant under Section 6.2 shall be reduced by the number of licensees and certified appraisers who are subject to waiver under Section 6.6 of the Rules and Regulations.

Medical & Military Waiver for MVMLS Fees

A MVMLS member may request a temporary waiver (maximum of 1 year) of MLS Participant or Subscriber fees due to:

- Significant medical illness that prevents member from providing real estate services to any individual (a

- copy of the doctor's note is required); or
- Military deployment (a copy of the deployment papers is required)

The waiver must be signed and dated by both the individual requesting the waiver and their MLS Participant (if applicable) and approved by MVMLS. Note that a MVMLS Participant is not eligible for the waiver if they have affiliated MVMLS Subscribers. To request a waiver, members can contact MVMLS.

New Member Training

Upon application acceptance, MVMLS Participants and Subscribers must complete an online training on the rules and regulations of MVMLS prior to accessing the MLS Suite of Tools.

MVMLS Participant & Subscriber Agreements

Upon application, Participants must agree to the Martha's Vineyard Multiple Listing Service, Inc. Participant Agreement.

Upon accessing the MLS for the first time, Subscribers must agree to the Martha's Vineyard Multiple Listing Service, Inc. Subscriber Agreement.

Licensee Affiliation Changes

Each Participant shall provide the MLS with a list of real estate licensees or licensed Appraisers employed by or affiliated as independent contractors with such Participant or with such Participant's firm and shall immediately notify the MLS of any changes, additions, or deletions from the list. This list shall include any licensees under any Broker associate affiliated with the Participant.

The Participant must at all times provide to MLS up-to-date information on all licensees, whether they are subscribers or fee-waived licensees, in each participating office. Participants shall notify the MLS within five (5) business days of any change in status for Subscribers and any change in qualifications of fee-waiver licensees.

Office Acquisition Policy

In the case where a company or office is acquired by another company or office, statistical history in MVMLS will not be transferred to the new company. If a current company or office has a name change, whereas the license number of the brokerage remains, or a broker who is a sole proprietor incorporates and receives a new license number, the statistical office history in MVMLS may be updated to reflect the new name or a new office may be created.