

Personal Assistant

RealTracs, Inc.

301 Seven Springs Way, STE 100, Brentwood, TN 37027

Phone (615) 385-0777

Email completed request to: membership@realtracs.com

Office Name: _____

Office Code: _____

Personal Assistant (with an ACTIVE LICENSE)

Certification by MLS Participant:

_____/_____/_____
Name of Personal Assistant (Please Print) *Personal Email Address* *Mobile Number*

License Number

should be added to our office roster as a licensed personal assistant and should be given MLS system permissions to act as a delegate for the following agents:

Signature of Principal Broker / Participant *Date*

Note: Licensed personal assistants are regarded as Users with permission to act on behalf of other Users in the same firm. They can also list and sell individually. The monthly subscription for a licensed personal assistant is \$45.00 and is non-refundable and non-transferrable.

Personal Assistant (UNLICENSED)

Certification by MLS Participant:

_____/_____/_____
Name of Personal Assistant (Please Print) *Personal Email Address* *Mobile Number*

should be added to our office roster as an unlicensed personal assistant and should be given MLS system permissions to act as a delegate for the following agents:

I acknowledge that if the person named above becomes licensed in the future, I will notify the MLS and pay the required user fee.

Signature of Principal Broker / Participant *Date*

Note: The monthly subscription for an unlicensed personal assistant is \$25.00 and is non-refundable and non-transferable.