

## At Large Broker / Salesperson Membership Application

To join as an At Large salesperson, broker must be an At Large member.

Office Use

Member #: \_\_\_\_\_ NRDS #: \_\_\_\_\_  
Application date: \_\_\_\_\_ Firm #: \_\_\_\_\_  
Received date: \_\_\_\_\_ Primary Association: \_\_\_\_\_

I understand that the fees paid to StellarMLS and ORRA local service center fees are non-refundable.

Name (as shown on your professional license): \_\_\_\_\_ Nickname (if any): \_\_\_\_\_  
Name of office (you are working in): \_\_\_\_\_  
Address of office (you are working in): \_\_\_\_\_  
City/St/Zip: \_\_\_\_\_ Office phone: \_\_\_\_\_  
Office e-mail address: \_\_\_\_\_ Office web site address: \_\_\_\_\_  
Office MLS #: \_\_\_\_\_ Office real estate license # (if applicable): \_\_\_\_\_  
Is this firm a:  Sole proprietorship  DBA  Partnership  Corporation

Your DBPR license #: \_\_\_\_\_ Exp. date: \_\_\_\_\_  
Date of birth (m/d/y): \_\_\_\_\_ Type of License:  Broker  Broker/Salesperson  Salesperson  Appraiser  
Are you multi-licensed?  Yes  No First licensed in this state (month/year): \_\_\_\_\_  
Your position with firm:  Principal/ Partner  Corporate Officer  Trustee  Employee  Independent Contractor  
Home address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_  
Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Home e-mail address: \_\_\_\_\_  
Which number do you prefer to show in StellarMLS?  Home phone  Cellphone Preferred mailing address:  Home  Office  
Are you currently a member of this Association in another membership category?  Yes  No

I agree to abide by the Multiple Listing Service Rules and Regulations of the Stellar Multiple Listing Service and to attend the mandatory Stellar MLS training. Required training; MLS Compliance 101 & MLS Basic. If you need access to enter listings, you will also be required to take Add/Edit Listings Class. I understand that if I do not attend mandatory training within sixty days my Annual Subscription Costs will be forfeited, and I will be suspended from the Service.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Participation Fee & Activation Agreement

This agreement is made on \_\_\_\_\_ between the Subscriber and StellarMLS.

- Stellar MLS Annual/Prorated Subscription Cost \$ \_\_\_\_\_**
- New Customer Set up \$150** (this fee will also apply for customers reactivating after 1 (one) full billing cycle)
- New Office Set up Fee \$150** (this fee will also apply for brokers reactivating after 1 (one) full billing cycle)
- Customer Reactivation Fee \$175** (this fee will apply to customers who have been inactive for less than 1 (one) full billing cycle)

The access issued to each Participant or Subscriber is unique and strictly confidential to that person. Authorized Participant/Subscriber agrees that should a disclosure of account information result in access by an unauthorized third party, authorized Participant/Subscriber may be subject to penalties as follows: (1) a fine of up to \$15,000 (as determined by the StellarMLS board of directors) found to have allowed or provided access to the StellarMLS system by an unauthorized person(s); (2) permanent revocation of on-line access rights for the second instance.

In compliance with StellarMLS Rules and Regulations, this Agreement provides for the Authorized Participant/Subscribe, as a primary or secondary member, to gain immediate access to the StellarMLS and public record database for the use in listing, searching and retrieving the data contained therein. *This right is contingent upon the Participant/Subscriber completing the required training course within the 60-day period allowed. Failure to do so will result in suspension of the right to access the StellarMLS database.*

StellarMLS participant/user agrees to comply with StellarMLS Rules and Regulations. Any other use, reuse, or resale of this data is prohibited. The term of this agreement shall commence upon initiation of service to the Participant/Subscriber. The agreement is not assignable. The Participant/Subscriber hereby indemnifies the service and any reciprocal service and agrees to hold harmless arising from a Participant/Subscriber.

**Definition of StellarMLS participant:** Any REALTOR® of any other Association/Board or any non-REALTOR® who is a principal, partner, corporate officer, or branch office manager acting on behalf of a principal, without further qualification, except as otherwise stipulated in these rules, shall be eligible to participate in StellarMLS upon agreeing in writing to conform to the rules and regulations thereof and to pay the costs incidental thereto. However, under no circumstances is any individual or firm, regardless of membership status, entitled to StellarMLS "membership" or "participation" unless they hold a current, valid real estate broker's license and offer or accept cooperation and compensation to and from other participants or are licensed or certified by an appropriate state regulatory agency to engage in the appraisal of real property.

**\*\* Use of information developed by or published by StellarMLS is strictly limited to the activities authorized under a participant's licensure(s) or certification and unauthorized uses are prohibited. Further, none of the foregoing is intended to convey "participation" or "membership" or any right of access to information developed by or published by a board multiple listing service where access to such information is prohibited by law.**

### COMPANY / STELLARMLS PARTICIPANT / USER INFORMATION

---

|                               |                               |
|-------------------------------|-------------------------------|
| Name as shown on DBPR license | Firm where currently licensed |
|-------------------------------|-------------------------------|

---

|                              |      |
|------------------------------|------|
| Participant / User Signature | Date |
|------------------------------|------|

**Attention Subscriber:** MLS renewals occur in May each year. Emails are sent by Stellar MLS each April, and invoices can be accessed and paid through your Stellar Central account. Accounts not paid by stated deadlines result in late fees, account suspensions, and reactivation fees. The Principal Broker is ultimately responsible for the payment of all annual subscription costs, late fees & reactivation fees for participating licenses in his/her company. Annual fees are \$670.00 for ORRA REALTORS® and \$710.00 for At-Large users. StellarMLS fees or pro-rated StellarMLS fees are not refundable.

**NOTE:** STELLAR MLS ANNUAL SUBSCRIPTION COSTS OR PRO-RATED STELLAR MLS ANNUAL SUBSCRIPTION COSTS ARE **NOT REFUNDABLE.** Initial \_\_\_\_\_

---

|           |      |
|-----------|------|
| Signature | Date |
|-----------|------|

**\*\*\*SIGNATURE REQUIRED STATING YOU AGREE TO THE ABOVE TERMS\*\*\***



# Principal Broker or Certified Appraiser Request to Participate

## At Large (MLS Only) Broker Request to Participate

In conformity with the Stellar MLS Rules and Regulations and any reciprocal MLS Rules & Regulations, in which I agree to abide, I request participation in the Stellar Multiple Listing Service.

I understand that as the participant, there is a one-time **New Member Set Up Fee (\$150), a one-time New Office Set Up Fee (\$150) and the Annual Stellar MLS Subscription Costs.** I will be assessed the Annual Stellar MLS Subscription Costs, times the number of licensees employed by or affiliated with my office.

I also understand that the MLS exists for participants to exchange offers of cooperation and compensation on listings and that neither I, nor any of my licensees, may sell, lease, exchange, transmit or otherwise disseminate data on active listings to the public.

The Participant indemnifies the Stellar Multiple Listing Service and any reciprocal Multiple Listing Service and agrees to hold harmless from and against all claims, losses, damages, costs, and expenses of any kind, including attorney's fees, and from liability to any person arising from a Participant's negligence.

### Definition of MLS Participant

Where the term REALTOR® is used in this explanation of policy in connection with the word member or the word participant, it shall be construed to mean the REALTOR® principal or principals, of this or any other association, or a firm comprised of REALTOR® principals participating in a multiple listing service owned and operated by the board. Participatory rights shall be held by an individual principal broker unless determined by the association or MLS to be held by a firm. It shall not be construed to include individuals other than a principal or principal who are REALTOR® members of this or any other association, or who are legally entitled to participate without association membership. However, under no circumstances is any individual or firm, regardless of membership status, entitled to MLS membership or participation unless they hold a current, valid real estate broker's license and offer or accept cooperation and compensation to and from other participants or are licensed or certified by an appropriate state regulatory agency to engage in the appraisal of real property. Use of information developed by or published by an association multiple listing service is strictly limited to the activities authorized under a participant's licensure(s) or certification and unauthorized uses are prohibited.

Mere possession of a broker's license is not sufficient to qualify for MLS participation. Rather, the requirement that an individual or firm offers or accepts cooperation, and compensation means that the participant actively endeavors during the operation of its real estate business to list real property of the type listed on the MLS and/or to accept offers of cooperation and compensation made by listing brokers or agents in the MLS. "Actively" means on a continual and ongoing basis during the operation of the participant's real estate business. The "actively" requirement is not intended to preclude MLS participation by a participant or potential participant that operates a real estate business on a part-time, seasonal, or similarly time-limited basis or that has its business interrupted by periods of relative inactivity occasioned by market conditions. Similarly, the requirement is not intended to deny MLS participation to a participant or potential participant who has not achieved a minimum number of transactions despite good faith efforts. Nor is it intended to permit an MLS to deny participation based on the level of service provided by the participant or potential participant if the level of service satisfies state law. *(Adopted 11/08)*

The key is that the participant or potential participant actively endeavors to make or accept offers of cooperation and compensation with respect to properties of the type that are listed on the MLS in which participation is sought. This requirement does not permit an MLS to deny participation to a participant or potential participant that operates a "Virtual Office Website" (VOW) (including a VOW that the participant uses to refer customers to other participants) if the participant or potential participant actively endeavors to make or accept offers of cooperation and compensation. An MLS may evaluate whether a participant or potential participant actively endeavors during the operation of its real estate business to offer or accept cooperation and compensation only if the MLS has a reasonable basis to believe that the participant or potential participant is in fact not doing so. The membership requirement shall be applied in a nondiscriminatory manner to all participants and potential participants. *(Adopted 11/08)*

\*Compensation is unconditional except where local MLS rules permit listing brokers to reserve the right to reduce compensation offers to cooperating brokers if the commission established in a listing contract is reduced by court action or by actions of a lender. Refer to Part Two, G., Section 1, Information Specifying the Compensation on Each Listing Filed with a Multiple Listing Service of an Association of REALTORS®, *Handbook on Multiple Listing Policy.* *(Adopted 11/98)*

---

StellarMLS participant (please print)

---

StellarMLS participant signature

---

Firm name

---

Date

**Welcome to the StellarMLS family!**

StellarMLS classes can be taken online or a live training class at ORRA, registration is completed by the new member through StellarMLS portal.

**New Members:** StellarMLS set-up fees with StellarMLS Participation Fees for 2026 and 2027. StellarMLS Annual Renewal is due May 20th each year.

| Month          | Realtor Total Cost | Broker Total Cost |
|----------------|--------------------|-------------------|
| April 2026     | \$373.17           | \$523.17          |
| May 2026       | \$333.58           | \$483.58          |
| June 2026      | \$860.00           | \$1010.00         |
| July 2026      | \$814.17           | \$964.17          |
| August 2026    | \$768.33           | \$918.33          |
| September 2026 | \$722.50           | \$872.50          |
| October 2026   | \$676.67           | \$826.67          |
| November 2026  | \$630.83           | \$780.83          |
| December 2026  | \$585.00           | \$735.00          |
| January 2027   | \$539.17           | \$689.17          |
| February 2027  | \$493.33           | \$643.33          |
| March 2027     | \$447.50           | \$597.50          |
| April 2027     | \$401.67           | \$551.67          |
| May 2027       | \$355.83           | \$505.83          |

**StellarMLS has a no refund policy**

For qualifying brokers registering for a new company, the set-up fee per office is \$150.00 for StellarMLS. Prices are subject to change.