

# Clerical Users Access Application

Fresno Association of REALTORS®  
Fresno Multiple Listing Service  
6720 N. West Avenue  
Fresno, CA 93711  
P: 559-490-6400  
F: 559-490-6464

## **\$50 Clerical Users Access Fee**

Applicants Name: \_\_\_\_\_

Last 4 digits of SSN: \_\_\_\_\_ License Number: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_

### **NOTICE TO BROKER:**

**By signing this application you (MLS Participant or Broker) are acknowledging that you are fully responsible for any misuse of this Clerical Users access, and that any misuse of this access will result in its immediate and permanent termination as well as a \$1,000.00 citation, for which you will be billed, pursuant to the MLS Rules and Regulations.**

### **Clerical Users Training Policy**

As per the Board of Directors: The Clerical Users training and certification class is now an annual requirement for Clerical Users who have access to the MLS. New Clerical Users must take the training within 30 days of attaining MLS access to avoid termination.

Clerical Users agree to abide by the rules and regulations of the MLS

Office Name: \_\_\_\_\_

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

MLS Office Number: \_\_\_\_\_

Responsible Office Manager: \_\_\_\_\_

Brokers Name: \_\_\_\_\_

*I certify that I have read and agree to the terms and conditions of this application and that all information is true and correct.*

Broker Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Fresno Association of REALTORS®/  
Fresno Multiple Listing Service  
Credit Card Authorization Form**

Please complete the following information in order to use your credit card.

Type of Card (circle): VISA            MASTERCARD            AM EX            DISCOVER

Account Number \_\_\_\_\_ Exp \_\_\_\_ / \_\_\_\_

CVC Code (3 digits on back of card, on right side): \_\_\_\_\_

Name on Card \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

I authorize the following amount to be charged to the credit card information above:

\$ \_\_\_\_\_