

**KAUA'I BOARD OF REALTORS®**

4359 Kukui Grove Street, Suite 103

Lihue, Kaua'i, HI 96766

Phone: 245-4049 Fax: 246-0409

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**Office Membership Application - 2008**

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

**Mailing Address:** \_\_\_\_\_

(PB/BIC mail will be sent to the office mailing address)

**Office Location:** \_\_\_\_\_

(A broker shall maintain a fixed office located in this state at a business address registered with the commission from which the broker does, in fact, conduct business, and where the broker's books and records are maintained. There shall be a PB/BIC at the principal place of business).

**Office License #** \_\_\_\_\_ **\*Office Ph#** \_\_\_\_\_ **\*Fax #** \_\_\_\_\_

**Responsible REALTOR®** \_\_\_\_\_

**License #** \_\_\_\_\_ **\*Email** \_\_\_\_\_

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**The following licensees are affiliated with my office:**

\_\_\_\_\_  
\_\_\_\_\_

Attach a separate sheet if needed.

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**Fees are as follows:**

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|--|----------|
| 1. KBR Dues for New or Reactivated Member (Complete Application) | \$ _____ |
| 2. KBR Office Initiation Fee (\$250.00)                          | \$ _____ |
| <b>Total Due</b> .....   | \$ _____ |

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**I understand and agree to the following . . .**

1. I have received a copy of the Bylaws of the Kaua'i Board of REALTORS®, and agree to adhere to the policies therein;
2. My office is located in a business district or is approved by the County as a Home Office.
3. I will notify the Board via the REC Notification Form of any changes in licensees or office location within seven (7) days after the change becomes effective. Originals must be sent to the Real Estate Commission.
4. I will notify the Board when I plan to be absent from my office for more than fourteen (14) calendar days, and will advise them of the name of the Broker-In-Charge during my absence. Letters must be signed by both Brokers with the original letter sent to the Real Estate Commission.
5. As outlined in "Article X - Dues and Assessments, Section 2" of the Bylaws, my annual dues will be an amount as established annual by the Board of Directors plus an amount based on the number of non-Board member licensees affiliated with my firm.
6. My annual dues and non-member assessments are due and payable by January 1<sup>st</sup>.

7. As outlined in “Article VI - Privileges and Obligations, Section 12” of the Bylaws, I am required to complete the REALTOR® Certification Form during the first month of each year as provided by the Board.
8. I agree to abide by the Code of Ethics and the Constitution of the National Association of REALTORS®.

\*Applicant hereby acknowledges and authorized Email, phone and/or fax broadcast by signing below.

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Responsible REALTOR’S® Signature

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Date