

# Santa Fe Association of REALTORS® Membership Information Sheet

(PLEASE COMPLETE ALL FIELDS)

NON-LICENSED OFFICE ASSISTANT

Non Licensed Office Assistant Name: \_\_\_\_\_

Agency/Firm: \_\_\_\_\_

Agency/Firm Address: \_\_\_\_\_

Agency/Firm Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Office extension: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home City, State, Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mobile Phone #1: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Web page address: \_\_\_\_\_

Please list any licenses you may hold: \_\_\_\_\_

License Numbers and Expiration Dates: \_\_\_\_\_

I \_\_\_\_\_, Qualify Broker for the above mentioned Agency grant permission to the above mentioned NON Licensed Office Assistant to access the MLS under this agency for the sole purpose of performing their duties as office staff. All Non Licensed Office Assistant's are required to take a 3 hour MLS/Computer Orientation.

Qualifying Broker Signature X \_\_\_\_\_

Revised 01/06/11

Please return to SFAR office:

Address: 510 N. Guadalupe, Suite E  
Santa Fe, NM 87501  
Attn: Aggie Chavez  
Phone: 982-8385  
Fax: 982-3764  
**Website: sfar.com**

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