



# FREDERICKSBURG AREA ASSOCIATION OF REALTORS

## Painless Membership Application for New Agents – Easy as 1, 2, 3

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### **1- Application, \$\$\$, and the Broker's signature**

The applicant should mail, fax or drop off their application (filled out completely) with the Brokers signature accompanied by payment and a copy of their license.

### **2- Processing takes a short time**

Processing may take up to 2 days depending on the amount of applications that come in that day.

### **3- Appointment for key**

After FAAR receives the application the applicant needs to call FAAR, 373-7711, and make an appointment to obtain their Display key or eKEY software. Appointment scheduling may take **up to 1 week** from date of call due to the number of new members being processed monthly.

There are three options for the key:

**Display Key** – for lease by SUPRA through FAAR

**PDA (Personal Digital Assistant)** – Member needs to purchase the PDA at a retail store. The software is leased from SUPRA through FAAR.

**Cell Phone** – Member needs to purchase the phone at a retail store. The software is leased from SUPRA through FAAR.

Go to the SUPRA website, [www.supraekey.com](http://www.supraekey.com), for more information concerning these products and other introductions.

FAAR needs to know prior to the appointment which key the member is purchasing so staff can schedule the right service.

### **IBox purchase**

The lockbox (ibox) is a separate item that the members may purchase at FAAR (\$99.00 plus tax). It attaches to the door and is opened by the key option chosen.

**Membership requires more than \$\$\$**

All new members must register and attend a **New Member Ethics** session and an **Orientation** session. Attendance within the first six months of joining is required. Failure to do so results in membership termination and the SUPRA key deactivation. A reapplying member is charged the \$275.00 application fee.

**MRIS is a separate application.**

You may contact them at 1-800-838-8138.