



HOME INSPECTOR KEYHOLDER ACKNOWLEDGMENT

Signed by Affiliate Home Inspector prior to holding an MLS Key.

As a Home Inspector Affiliate, you are authorized to hold an MLS key as a courtesy to our REALTORS®. Being an MLS Key holder is not required of a Home Inspector. However, should you choose to obtain a key please be aware of the following requirements.

- Your authority to enter a listed property is only with the direct permission of the seller through his/her listing agent and does not extend to the buyer.
- Any showing instructions displayed in MLS apply only to MLS participants, subscribers and not the Home Inspectors.
- Direct permission from the seller’s agent is required prior to a Home Inspector entering a listed property to perform an inspection even when the property is vacant.
- Key holder will be held accountable for following ALL Key/Lockbox rules and regulations. Specifically, Category 3 Violations 3.3, 3.4 and 3.9 from the MLS Violation and Fine Structure.
 - 3.3 REMOVAL OF KEYS FROM LOCKBOXES.** It is prohibited to remove a key from a property without the listing broker’s permission.
 - 3.4 KEYS TO UNAUTHORIZED PERSONS.** Once removed from a lockbox, agent or broker shall not transfer control of the key to any other individual without listing broker’s permission.
 - 3.9 PROVIDING MLS KEYS TO UNAUTHORIZED PERSONS.** MLS keys (DisplayKEY, and eKEY) must not be loaned to or left in the possession of any vendor, customer, client, friend, contractor or any MLS subscriber who is not a key holder.

Failure to comply with these requirements will result in suspension of service, and in case of a Category 3 violation suspension of service and an appropriate, reasonable fine not to exceed \$15,000.

Upfront and monthly support fees:

CMR Affiliate Application Fee (one-time fee)	\$100.00
CMR Annual Membership Fee (figure will be prorated after January)	\$365.00
Total Upfront Fees	\$465.00

MLS Monthly Support fee/\$25 (paid quarterly in advance)	\$75.00
eKEY (free app for your smartphone) activation fee	\$50.00
Total Upfront Fees w/eKEY	\$125.00



Additional key and fee requirements:

- The first quarter's support fees will be prorated.
- Notice of quarterly invoices due will be EMAILED to the key holder.
- A \$41 late fee will be applied to quarterly fees the day following the due date, along with a \$41 reconnect fee.
- Monthly support fees will continue unless the MLS office staff receives written notice in advance of a billing cycle of your wish to terminate the service.

Benefits of Affiliate Membership include:

- Event sponsorship opportunities to promote your services.
- Networking opportunities at General Membership meetings (lunch provided).

By signing this acknowledgement, you are agreeing to abide by the requirements laid out here within.

Affiliate Home Inspector Signature

Date

REVISED 10/2017