



## How to Become a Member of NAR, OAR & PMAR

*Answers to the most frequently asked questions about the membership application process.*

**What is the cost of membership?** Below are pro-rated amounts for your dues. Pro-rates are based upon your affiliation date with your firm. You can view your affiliation date by going to: <https://orea.elicense.irondata.com/Lookup/LicenseLookup.aspx>. The rates include a \$125.00 application fee, NAR, OAR & PMAR dues for 2018. A breakdown for each association is available upon request.

January	\$ 680.00	July	\$ 420.00
February	\$ 636.67	August	\$ 376.67
March	\$ 593.33	September	\$ 333.33
April	\$ 550.00	October	\$ 290.00
May	\$ 506.67	November	\$ 246.67
June	\$ 463.33	December	\$ 203.33

**How soon do I need to submit my application and payment?** NAR bylaws require a new licensee to join an association within 30 days of hanging their license with a Realtor® firm. A re-activated licensee is required to join an association immediately upon hanging their license with a Realtor® firm. The licensee(s) must continue to maintain their association dues until they are either inactive, move to a non-Realtor® firm or move to a referral-only firm. Verbal communication that an agent is going to a referral status or a non-Realtor® firm is not sufficient, the Oregon Real Estate Agency must be notified and the license must reflect any status change in the OREA database.

**Where can I find the application?** Visit our website [www.PMAR.org](http://www.PMAR.org) and click on the green Become A Member button. Then click the word “here” in **To access membership applications, click here.**

**Which application do I choose?** If you are a newly licensed or reactivating broker with over 1 year of absence from a board, choose the Realtor® membership application. This includes Principal Brokers who are opening their own office or who will be managing an already existing office.

If you have had membership within the last year at PMAR please call our membership department at (503) 228-6595 or email us at [membership@pmar.org](mailto:membership@pmar.org); no application is required and your dues amount will be different than the pro-rates above.

If you have had membership with another board in the last year, are transferring, or wish to add PMAR as a secondary, please choose the Secondary or Transferring Realtor® membership application.

**What is a Letter of Good Standing and why does PMAR need it?** If you are transferring from another board, adding PMAR as a secondary or have had membership with another board previously you will need to request a Letter of Good Standing from your prior board. The letter should provide whether or not you have paid the current year dues, if you have completed your ethics requirement and your NRDS number. Providing this letter prevents duplication of your records and your payments.

**I submitted my application online, what happens next?** You will receive a Welcome Letter which will be your receipt once your payment has processed and your record has been created (be sure to check your junk and spam folders). This can take up to 2 business days to arrive to your email. You must be showing active and affiliated with a Realtor® office per the OREA record. Please be aware you will not be able to sign up with RMLS™ unless your Principal Broker has signed your RMLS™ forms.

**How do I expedite the application process and get my NRDS# today?** If you are looking for same day activation, you will need to submit your application online by 3 p.m. or by 4 p.m. in person. We can’t activate a membership until you are affiliated with a firm per the OREA record. If you submit your application and are not showing active with the OREA your application will be voided and you will need to resubmit once you are showing active with the OREA.

**What time frame does my payment cover?** Payment is due in full and covers your membership until December 31, 2018. Invoices for 2019 will be issued via e-mail on or before December 1, 2018.

**Where is my NRDS# and when is my New Member Orientation?** Once your membership is complete you will receive a Welcome e-mail to the e-mail you provided in the application. It will include your NRDS #, and your scheduled date for the New Member Orientation.

**Where do I change my contact information?** If you change office, home, mailing, phone or any other contact information please complete our online information change form at: <https://pmar.org/resource/realtor-info-change-form/>. It is your responsibility to notify PMAR of any changes pertaining to your contact information and license status. Failure to provide accurate information can cause your membership to be inactivated.

**Thank you for choosing PMAR!  
We look forward to processing your application!**

