



2019 Realtor® Dues Renewal

Members are responsible for the current status of their membership. The Oregon Real Estate Agency (OREA) does not notify PMAR of any changes related to your license. This includes moving firms, renewals and inactivating.

Members are responsible for notifying PMAR if the status of their license has changed. Failure to notify PMAR and the Oregon Real Estate Agency of any changes could result in a late fee.

PMAR cannot accept multiple forms of payment.

Where is my invoice? Your invoice was emailed to the email on file with PMAR.

What email address did my invoice go to? Log into nar.realtor, and view your profile. If you would like to make a change to your record you may do so while logged into your NAR profile, PMAR will be notified by NAR of any changes you make.

How do I request another copy of my invoice? Email membership@pmar.org, be sure to include your first and last name and your NRDS number. If you do not know your NRDS number, please provide your license number. You will receive your invoice within two full business days of your request.

Are you inactivating your license and no longer wish to continue membership? Visit <https://orea.elicense.irondata.com/Lookup/LicenseLookup.aspx> and check on the status of your license. If you are showing inactive, notify us at membership@pmar.org and we will inactivate your membership.

Are you still showing active at <https://orea.elicense.irondata.com/Lookup/LicenseLookup.aspx>? A 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 a broker is going to a referral status or a non-Realtor® firm is not sufficient, the Oregon Real Estate Agency (OREA) must be notified. Please contact OREA or your principal broker to change your license status. PMAR is not able to assist with the update of your license. Once OREA has updated your record let us know by emailing membership@pmar.org.

How can I pay my invoice?

How to pay online: Visit www.nar.realtor and sign in. If you have difficulty signing in you must contact NAR directly at 1-800-874-6500. The NAR website is managed by NAR. PMAR is unable to access or assess any difficulties you might encounter when making your payment online through NAR.

Avoid the wait times and pay early. PMAR has 8,000+ members and we are not the only board in the NAR family. As you can imagine there are peak times in which wait times might be longer than normal for seeking assistance. NAR is available 6 a.m. to 4 p.m. Monday – Friday. Visa, Mastercard and Discover are the only credit cards accepted.

How to pay by check or cash: Checks can be mailed to or dropped off at our office, PMAR, 150 SW Harrison St, Ste 200, Portland, OR, 97201. Be sure to include your NRDS number on the check in the memo line. Your NRDS number is located on your invoice. Checks must be made out for the full dues amount of the invoice. Checks that are not made out for the full dues will be returned via USPS. Checks received with a post mark later than the due date will be returned and a late fee will be due. Cash can be dropped off at our office. You will be provided a hand-written receipt at the time of payment.

How to pay by credit card over the phone: Call PMAR at 503-228-6595. Visa, Mastercard and Discover are the only credit cards accepted.

When and how will I receive my receipt? Receipts are emailed out to the email on file every Friday after 2 p.m. If you paid online through NAR or by credit card over the phone, it can take up to 3 business days to post in PMAR's system. Keep this in mind if you are looking for a specific date relating to the tax laws. Paying early will eliminate missing the deadline required for taxes and you'll avoid the late fee assessment.

When will I be charged a late fee? If your payment has not been processed or postmarked prior to 5 p.m. on January 31, 2019 you will be charged a late fee of \$100.00 in addition to your dues amount. Late payments = Late fee.

How do I get my late fee waived? Waivers may be requested for medical reasons. If you are requesting a late fee waiver, there is a formal process to file the request. The paperwork to file a request can be found at <https://pmar.org/become-a-realtor/applications/>.

Once you have completed the paperwork and provided full dues payment with the request it will be submitted to the Board of Directors for review. ALL COMPLETED PAPERWORK & DUES PAYMENT MUST BE RECEIVED NO LATER THAN FEBRUARY 15, 2019. INCOMPLETE, LATE OR UNPAID REQUESTS CANNOT BE GIVEN CONSIDERATION.

Are you interested in PMAR Life Service Membership, NAR Life Service Membership, or OAR Life Service Award? Information can be found at <https://pmar.org/become-a-realtor/applications/>.