

SELKIRK ASSOCIATION OF REALTORS® & MULTIPLE LISTING SERVICE

Request for Unlicensed Office Staff MLS Log-In/Alias Privileges

Employee Name _____

Office Name _____

Employee Phone _____

Employee E-Mail Address _____

Effective Date _____

I hereby request a User ID and Password for the Paragon MLS system for the above-named employee. I understand that the level of access granted will be "Broker" level (the employee will be able to enter and modify any listing within the office). I further request that the above employee have "Assume Identity" privileges for the following agents in my office, which will allow them to print out displays containing other agents' names and contact information:

I agree to notify the MLS office in writing if I desire this access to be terminated for any reason. Pursuant to the Selkirk MLS Rules & Regulations, I understand that the above-named employee must attend the next available MLS Orientation/Paragon Training.

Broker Name (please print)

Broker Signature

Date

I understand that I must read and comprehend the Rules & Regulations of the Selkirk MLS as they may be amended from time to time, and I agree to abide by same. I will not share my user ID and password with anyone. By providing my e-mail address(es) and phone/fax number(s) above, I consent to receive communications sent from the Selkirk REALTORS® via e-mail, telephone, text, or facsimile at those number(s)/location(s).

Employee Signature

Date

User ID _____

Password _____