



NEW BROKERAGE / BROKER APPLICATION PACKAGE:

PLEASE ENSURE ALL DOCUMENTS ARE COMPLETED/SIGNED AND INCLUDED

- 1. Completed NEW Brokerage / Broker Member Application
2. Completed MLS User Agreement
3. Signed acknowledgement page of CREA Compliance Guidelines
4. Signed Acknowledgement of Brokerage Fee Schedule
5. Completed SUPRA eKEY contract (if Applicable)
6. Copy of 5 mill CGL Insurance confirmation
7. Copy of RECA license (s)

CARA USE ONLY:

Date Received By:

Brokerage Name:

Brokerage CREA ID: Brokerage MMSi #: MLS ID:

Broker Name:

Broker CREA ID: Broker MMSi #: MLS USER ID:

Membership Book: Supra Brokerage set up: Supra Broker set up:

Add Broker MMSi to Brokerage MMSi Designated Realtor/etc.

Advise AREA/CREA: New Member Invoice: \$ Team?

Confirmation Letter: Confirm P9 Entry: CREA Welcome Pin/Card:

Orientation: P9 / Online / In Class