

Application for Broker Membership

This Application must be completed and forwarded to **Erin** at the Central Alberta REALTORS® Association together with the following:

- Proof of \$5M Commercial General Liability Insurance;
- Signed MLS® and MATRIX™ User Agreement; and
- Signed Receipt of CREA Compliance Guidelines Form.

Brokerage Information			
Registered Name of Brokerage (as it appears on RECA licence)			
Address		City	
Province AB	Postal Code	Brokerage Website	
Brokerage Phone		Brokerage Fax	
Applicant (Broker) Information			
Full Name (First, Middle, Last)			
Cell Number		Email Address	

Are you currently a member of another Real Estate Board/Association in Alberta? If yes Yes No
 Name of Board/Association: _____
 Classes of membership held: Residential Commercial Rural Property Manager
 Have you previously been a member of another Real Estate Board/Association in Alberta? If yes Yes No
 Name of Board/Association: _____
 Classes of membership held: Residential Commercial Rural Property Manager
 Have you ever been suspended or expelled? Yes No
 Did you leave that Board/Association in good standing? Yes No
 Has your Real Estate licence in Alberta, or any other province, been suspended or revoked? If yes, please provide details: Yes No

Covenants, Undertaking and Waiver of Claims by Applicant for Membership to the Central Alberta REALTORS® Association (Please insert your initials to the left):

1. I acknowledge that I have read and agree to be bound by the Bylaws, Supplementary Rules and Policy, MLS® Rules and Regulations, **and in particular the procedure for complaints, discipline and arbitration of disputes**, all of which I thoroughly understand.

2. I am aware that my membership in the Central Alberta REALTORS® Association (CARA), **includes membership in the Alberta Real Estate Association (AREA) and the Canadian Real Estate Association (CREA)**, whose Bylaws, Code of Ethics and Standards of Business Practice, I agree to abide by. Any such fees and dues assessed by these Associations shall be payable to that Association, and I further agree to abide by all appropriate Bylaws.

3. I acknowledge and agree to promptly pay any monies that I owe to CARA. In addition, I agree that CARA may sue me for any such monies that I owe to CARA and CARA may recover from me such monies as a debt due from me.

4. I acknowledge and agree that I hereby waive, release and forever discharge CARA, its Directors, Officers, Members, Employees and Agents from all claims, suits, actions, causes of actions and demands of whatsoever nature arising directly or indirectly as a result of my application for membership to CARA or from any inquiry, arbitration or disciplinary proceedings which may be taken, or purported to be taken by the Association pursuant to CARA Bylaws, Supplementary Bylaws and Policy, or rule and regulations which may affect me directly or indirectly, or in connection with any other act done by or on behalf of or relating to the business of CARA.

5. I acknowledge that no portion of my membership fee is refundable nor is my membership transferable should I be accepted as a member of CARA.

6. I agree to obtain or sign any additional forms or agreements, which are reasonably required by CARA (including, but not limited to a criminal record check).

7. I acknowledge and agree that the submission of this Membership Application constitutes my consent to the collection, use and disclosure by CARA of the information submitted in this Membership Application and any other personal information about me collected by CARA during the course of my membership.

8. I understand that the collection, use and limited disclosure of any personal information will only be for the purposes of fulfilling CARA's mandate, including the provision of services, products and information to me by CARA or any organization authorized by CARA, and only in a manner consistent with Section 21 of CARA's Supplementary Rules & Policy.

9. Subject to applicable laws and with specific exemptions to protect the privacy of third parties I understand that I may access my personal information held by CARA and may submit comments on or corrections to such information for inclusion with my personal information.

10. I acknowledge that \$5,000,000 Commercial General Liability (CGL) Insurance is a requirement for membership with the Central Alberta REALTORS® Association, and that I must attach written proof that I have coverage with this application.

11. I acknowledge that CARA provides CGL coverage through its insurance carrier Toole Peet Insurance, and that I may also choose this insurance carrier.
12. Notwithstanding clause 11 above, I also acknowledge that I have the option of selecting my own insurance carrier for CGL coverage.
13. I acknowledge that I am aware of the following CARA Fees (as of January 1, 2024):

New Broker/Brokerage Initial CARA Application Fee: \$575.00 + GST *

New Member Orientation Course: \$175.00 + GST *

Quarterly Dues: (Jan/Apr/Jul/Oct) TIER 1 - \$399.00 + GST

Quarterly Dues: (Jan/Apr/Jul/Oct) TIER 2 - \$459.00 + GST

ALL NEW MEMBERS MUST SIGN ON TO AUTOPAY***

IN WITNESS WHEREOF the Applicant for the Brokerage Membership has properly signed this Application at City of _____ in the Province of Alberta on the ___ day of _____, 20__.

Signature of Applicant
Signature of Witness

The proper Officer(s) of the Corporation purporting to be the Applicant for the Brokerage Membership have hereunto set my (our) hand and affixed my (our) corporate seal at City of _____ in the Province of Alberta on the ___ day of _____, 20__.

Corporation Name	<i>Affix Seal</i>
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IN WITNESS WHEREOF the partners of the Partnership or the individual of a Sole Proprietorship have signed this Application for the Brokerage Membership at City of _____ in the Province of Alberta on the ___ day of _____, 20__.

Signature of Applicant	Signature of Applicant
Signature of Witness	Signature of Witness

All completed forms and proof of insurance should be delivered to Erin at eandersen@carassociation.ca or via fax 403.347.9080

***NOTE: MEMBERSHIP IS CONSIDERED PROVISIONAL UNTIL THE INITIAL APPLICATION FEES ARE PAID IN FULL WITHIN 7 BUSINESS DAYS FROM DATE OF CONFIRMATION LETTER. All new members MUST subscribe to AUTOPAY on their MMSi member portals. See Item 05 – Acknowledgement of CARA Membership Fee Schedule.**