

Exemption of Dues Application

All Licensees affiliated with a Designated Member are required to pay monthly dues unless the licensee applies for and is qualified for exemption of dues. (See also WVMLS Rule 11. Exemption of Dues)

This request to the WVMLS Board of Directors for an exemption from the requirement to pay monthly dues requires the signature of both the licensee and the Designated Member. Circumstances for which dues exemption may be granted include: extended illness, extended vacation, retirement, property managers or certain firm employees*.

The following provisions apply during a period of dues exemption:

- Licensee must not participate in ANY real estate activity in Marion, Polk, Linn, and Benton.
 - Such as (but not limited to) listing, selling, leasing, showing, advertising, counseling, managing the real estate activities of other licensees, purchasing or investing for self or others, appraising or prospecting properties for sale. Any active or pending listings must be transferred to the Designated Member prior to application. Referral activity is permitted.
- No WVMLS Keycard service or access
- No WVMLS database access
- \$45 initial fee, \$25 annual fee thereafter
- Minimum Exemption period of 6 months, otherwise monthly dues will be assessed from the initial exemption date
- Exemption Application must be renewed every 12 months
- Designated Member for any exempted Licensee who is found to have engaged in real estate activity (other than referral) during the Exemption period shall be responsible for retroactive monthly dues for the entire Exemption period

* Firm employees may be allowed access to the WVMLS database for the purpose of providing clerical or technical support to the Firm. Licensee must be a salaried employee of the Real Estate firm. Licensed “Personal Assistants” do not qualify for Exemption, nor do employees who hold any review or management responsibilities over other licensees. Designated Member agrees to notify WVMLS immediately should Exempted Licensee leave their employ.

The undersigned have been given a copy of and agree to abide by WVMLS Bylaws and Rules, in addition to all of the provisions above.

Exemption Reason: _____

(Mark One: Extended Illness, Extended Vacation, Retirement, Property Manager, Firm Employee)

 Licensee Name Licensee Signature Date

 Designated Member Name Designated Member Signature Date

Office Name

MLS USE: Member Code: _____	Licensee # _____
\$25 Fee _____ Pd Date: _____	Keycard # _____ Rtn Date: _____
Board of Directors Approval Date: _____	