



FAX: 252- 441-7524

MEMBER

**ADD OR CHANGE OFFICE ROSTER**

Date: \_\_\_\_\_ Office Name: \_\_\_\_\_ Location: \_\_\_\_\_

Name: \_\_\_\_\_ [ ] Add [ ] Change [ ] Delete

If Delete is checked, state reason for leaving MLS: \_\_\_\_\_

NRDS NUMBER: \_\_\_\_\_

Nick Name (Optional): \_\_\_\_\_

**MLS Access**  
(Circle One)

- Designated REALTOR®**  
(Responsible for all BIC)
- Agent**
- Personal Assistant**
- Staff (MLS Waiver Required)**

**Association Membership**  
(Circle One)

- OBAR Member**
- Other Association Member**  
Specify \_\_\_\_\_
- Personal Assistant**
- MLS Only**

NC Real Estate License Number: \_\_\_\_\_

User ID: \_\_\_\_\_ (up to 5 characters alpha, numeric or combo)

Telephone # to be displayed in Paragon: \_\_\_\_\_

Circle One:      Cell      Office Direct Line      Extension      Fax

Preferred Email Address: (Required) \_\_\_\_\_

Personal Web Page Address: \_\_\_\_\_

Who will be responsible for MLS Fee? (Circle One) **Agent**      **Designated REALTOR®**

For Staff Only – Provide name of agents for who you require MLS access (Assume Identity): \_-

Any Other Change? \_\_\_\_\_

Signature: \_\_\_\_\_  
(Broker-in-Charge or Office Manager must authorize Roster change)

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**ASSOCIATION USE ONLY**

Date \_\_\_\_\_ Agent Setup Fee \_\_\_\_\_ Paragon \_\_\_\_\_ Avectora \_\_\_\_\_