



## Frequently Asked Questions and Answers Regarding 2017 Dues & Membership

(posted 10/28/16)

### 1. When are my 2017 dues due?

December 1, 2016. The annual dues are payable in advance, every year, by 12/1. It is a good idea to mark your calendars with dues deadlines, read our communication pieces to members and visit our website ([www.ricabor.org](http://www.ricabor.org)) frequently for updates.

### 2. Are the dues the same as last year?

Yes.

### 3. My current membership is paid through 12/31/16. Why do I have to pay my 2017 dues now?

The Board values its partnership with you and looks forward to assisting you achieve your professional goals this coming year. The Board has its own goals including an efficient administrative dues process that is both fair and equitable. Our Bylaws – which are provided to all Boards across the country – state that annual dues are payable in advance. Please be mindful that RICABOR is responsible for billing and collecting the annual Local, State and National dues. We must then forward the State and National portions to these Associations and have internal deadlines to meet. You will also want to ensure that your renewal arrives before your current membership lapses as well any services provided to you.

### 4. How do I pay my 2017 dues?

You may pay them on the [member portal](#) with the username and password provided to you. We accept Visa, MasterCard, Discover or American Express Charges. If you are unable to pay by credit card, a debit card with a VISA or MasterCard logo is also acceptable on the member portal. Cash payments will be accepted at the Board office during normal business hours and you will be provided with a receipt. Or you may mail us a check, payable to RICABOR, to 365 Eddy Street, Suite 1, Providence, RI 02903.

### 5. Can you pay my dues on the member portal if I give you my credit card information?

No. Our members have access to their accounts and are responsible for making this payment directly themselves. We recommend that you save your Username and Password in a safe location for future reference.

### 6. What are the advantages of paying on [www.ricabor.org](http://www.ricabor.org)?

Renewing your dues online saves time and reduces paperwork for both you and the Rhode Island Commercial and Appraisal Board. It requires less processing time, which lowers the Board's administrative costs and allows us to add value by redirecting savings to other programs and services. Your payment gets credited to your account faster too, and it's a "green" concept that saves paper and postage.

### 7. If I pay my dues on [www.ricabor.org](http://www.ricabor.org) will I receive confirmation of payment?

Yes, at the conclusion of your transaction.

### 8. Do you have a payment plan?

No. Your 2017 dues must be paid in full at time of payment. However, our affiliated financial institution offers dues and business expense savings plans. Click here to learn more.

### 9. On my invoice, I see RICABOR, RIAR, NAR and RPAC. What do these acronyms stand for?

(RICABOR) RI Association of REALTORS®, (RIAR) RI Association of REALTORS®, (NAR) National Association of REALTORS® and (RPAC) REALTORS® Political Action Committee. Please give serious consideration to donating to RPAC. In doing so, you are investing in your profession and your industry.

### 10. What does NRDS stand for?

National REALTOR® Database System. This is your unique member identification number with the Rhode Island Commercial and Appraisal Board of REALTORS®, Rhode Island Association of REALTORS® and National Association of REALTORS®.

### 11. What is [www.realtor.org](http://www.realtor.org)?

This is the comprehensive website of the National Association of REALTORS®. A wealth of information and resources are available to you on this site as a member of the REALTOR® organization. Please do not renew your dues on that site, however. Your 2017 dues must be renewed on the [member portal](#) on [www.ricabor.org](http://www.ricabor.org).

**12. I do not wish to contribute to RPAC. How can I remove this as an option?**

We hope you will consider contributing to RPAC (REALTORS® Political Action Committee). Contributions are voluntary and used for political purposes. Since 1969 RPAC has been promoting the election of pro-REALTOR® candidates across the United States. Additionally, your contribution is an investment against poorly designed small business and commercial real estate legislation. After you have logged into your member record on [www.ricabor.org](http://www.ricabor.org) and click on “my orders” on the top menu and then “pay dues” under the status column, you will see in blue letters “pay dues”. After clicking on “pay dues”, you will see the word “edit” in blue letters next to the RPAC line item. You may edit it to zero or you can edit the amount to some other denomination.

**13. What is the REALTOR® Public Awareness Campaign?**

The NAR Public Awareness Campaign is a national advertising and public relations program which promotes recognition of the REALTOR® brand; informs the public about the advantages of working with a REALTOR® during the property transaction process; and educates consumers about the REALTOR® Code of Ethics and the professional standards REALTORS® are bound to uphold. The program, now in its 16<sup>th</sup> year, includes radio, television and print advertisements. For more information go to: [http://www.realtor.org/rodesign.nsf/pages/FS\\_AWARENESSCAMPAIGN?OpenDocument](http://www.realtor.org/rodesign.nsf/pages/FS_AWARENESSCAMPAIGN?OpenDocument)

**14. My manager told me I must become a member of the Board. Can he/she require this?**

Yes. Although antitrust law prohibits the Board from imposing a rule or policy that requires a licensee to hold membership in the Board, a Principal Broker and/or Chief Appraiser may require licensees who work for his/her firm to hold membership in the Board as a condition of association with the company. Many managers include this requirement as part of their written independent contractor agreements.

**15. I do not wish to continue as a member of the Board and have notified my Principal Broker and/or Chief Appraiser. I will continue to be a licensee of his/her office but won't be a REALTOR®. What impact does this have on him/her and his/her office?**

Under NAR's membership dues formula, the Designated REALTOR® (Principal Broker and/or Chief Appraiser) pays dues based on his or her membership plus an assessment for each licensee that is employed by or associated with the firm who is not a member of the Board. Therefore, he/she will receive a non-member dues invoice for you as his/her licensee and he/she will be required to pay this. Further, the membership dues formula allows him/her to seek a reimbursement from you for this expense and you would not be entitled to any of the services and privileges of membership.

**16. My Designated REALTOR® (Principal Broker and/or Chief Appraiser) does not plan to renew his/her membership. Does this affect my membership in the Board?**

Yes the Principal of the firm must hold REALTOR® membership in the Board in order for sales, broker or appraisal licensees who are associated with the firm to hold membership.

**17. Are dues refundable?**

No. If you know that you will not be continuing to practice as a real estate or appraisal licensee as of 12/31/2016 or are transferring to a non-REALTOR® firm, please notify the Board immediately in writing to [info@ricabor.org](mailto:info@ricabor.org).

**18. I am an assistant and do not actively list, sell or appraise. Am I still required to pay dues?**

When your Principal Broker and/or Chief Appraiser joined the REALTOR® Association, he/she agreed that all licensees would be invited to join as well. There are no exceptions for licensed assistants.

**19. I only work part-time and will be out of state for several months this year. Can I pay prorated dues?**

Again, membership is based on the real estate or appraisal licensees who hang their license in a REALTOR® office. While you may not be practicing for a certain period of time, if your license remains in an active status in a REALTOR® firm, the full annual membership dues amount applies.

**20. I'm an Appraiser. Why do I have to join the REALTOR® Association and pay dues? Why am I referred to as a REALTOR®?**

The firm that your license is affiliated with has chosen to become a member of the REALTOR® Association. That membership is a three-part membership in the RICABOR, RIAR and NAR and there are dues associated with each membership. Your Chief Appraiser has agreed, as a privilege and obligation of membership, to abide by the Code of Ethics and policies of the Association, including that all licensees affiliated with his or her firm shall be invited to be members of the Association just as he or she is. Membership is voluntary, however, so should you elect not to join, the Chief Appraiser will be responsible, under NAR's membership dues formula, for his or her own dues plus an assessment for you as his non-member licensee. REALTOR® is sometimes used generically as a term for any form of licensee within a member office. Here at RICABOR, we are sensitive to the fact that you are, indeed, an Appraiser and make every possible attempt to address you as such in our correspondence with you.