



FORM 102A
WMLS Unlicensed USER
Transfer/Reactivation

No fee applies if transfer is within 30 days of cancellation date

A WMLS user is considered transferring/reactivating if WMLS receives this form within 30 days of date WMLS receives notification of cancellation. After 30 days a "New WMLS Unlicensed User" Registration Form must be submitted and the \$75 application fee applies.

- Unlicensed Staff to Main Office + all Branches Unlicensed Staff to one Branch Office
- Unlicensed Assistant for _____

WMLS User Name: _____

Former Firm/Branch Name: _____ Address: _____

*New Firm/Branch Name: _____ Address: _____

Preferred Business Email Address _____ Mobile#: _____

I, _____, the Participant of the above-named *new firm/branch office, hereby
(please print)
register the above-named User as an authorized user of WMLS Services under my participation. I understand the following:

1. I am responsible for ensuring that this user complies with WAAR and WMLS policies and the WMLS Rules and Regulations. I certify that the above individual is employed by our firm or is employed by a licensed User affiliated with our firm and is under my supervision and participation. I realize that I am responsible for limiting the use of the information by the above-named individual to help licensed Users affiliated with our firm to list, appraise, and/or assist customers and clients in selling and buying properties, and that I may not allow the person access to the information for their own personal use.
2. My firm will be assessed a monthly recurring fee for the above individual. The user will continue to use services and incur fees until I cancel their registration or the WMLS Board of Directors revokes their services.
3. I agree to notify WMLS within 24 hours, by completing Form 102, when the unlicensed user is no longer employed by our firm or a Licensed User.
4. The WMLS Board of Directors reserves the right to deny or revoke WMLS Services for any person.
5. All users of the WMLS are required to complete 3 & 1/2 hours of training within sixty (60) days after access has been provided to the WMLS database (select class in Section II). Classes may be streamed remotely upon request (if interested please contact us). Payment of registration fee is required for class admittance. Requests to reschedule must be done in writing prior to the selected class or additional fees may apply. If you do not attend your scheduled class you must submit an additional class registration form and additional fees will apply. If class is not completed within 60 days, your WMLS access will be suspended until the requirement is fulfilled.

Effective Date _____ (effective date cannot be before the date WMLS receives this form)

Principal or Authorized Managing Broker's Signature

Date of Signature

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