



**Southwest  
Iowa Association  
of Realtors®**

## **SOUTHWEST IOWA ASSOCIATION OF REALTORS® Unlicensed Assistant Application**

**Date of Application:** \_\_\_\_\_

Applicant Information:

**Name:** \_\_\_\_\_

**Office name:** \_\_\_\_\_

**Office Address:** \_\_\_\_\_

**Office Phone:** (    ) \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Cell Phone:** (    ) \_\_\_\_\_

**Access level:** \_\_\_\_ **Office Staff**    \_\_\_\_ **Personal Assistant**

**Sponsoring SWIAR MLS Subscriber:** \_\_\_\_\_

**Designated Broker:** \_\_\_\_\_

*I agree and understand that, as an Unlicensed Assistant, I am subject to the same rules of use in the SWIAR MLS system as described in the SWIAR MLS Rules and Regulations but that my use of the SWIAR MLS system is only and always on behalf of the sponsoring SWIAR MLS Subscriber or Broker listed above. I agree that any use of the SWIAR MLS system, other than to assist the above sponsoring subscriber or broker will result in immediate termination of SWIAR MLS privileges and may include a fine up to \$500.*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sponsoring Subscriber's Signature

\_\_\_\_\_  
Date

*As the Designated Broker, I understand that I am directly responsible for the accuracy of all information entered into the MLS system by any assistant. It is also my responsibility to contact the MLS within 24 hours of employment termination to deactivate the account.*

\_\_\_\_\_  
Designated Broker's Signature

\_\_\_\_\_  
Date

Please complete and return form to [Amy@SWIAR.org](mailto:Amy@SWIAR.org).