



www.CertifiedMilitaryRelocator.com

To begin, I would like to congratulate you on taking the first step in starting the process to become a Certified Military Relocator® Realtor. Some of the benefits include the following:

- You will be listed within the Certified Military Relocator® Network
- The ability to use the Certified Military Relocator® Designation within advertisements
- The ability to show your clients that you have top of the line training in handling the sensitive nature of our Military clients moves.
- Listing your properties on PCSing.com. You will receive 12 free listing codes per year as a CMR agent.
- Having your designated Loan Officer involved in the network. (They must complete the same course you just completed and submit a full application)

To have your membership considered to become a Certified Military Relocator® please complete the following checklist

- Complete the Official Membership Application
- Submit a Statement of Good Standing with local MLS Board
- Submit a copy of a local Criminal Background Check
 - This can be obtained from the local sheriff's department or police station or by [clicking this link](#) here to our preferred agency.
- Proof of closed VA transactions or Substantial Contact* With Military Personnel/Families
 - Must provide copies of 3 Closed HUD Statements from within the last year. Please blackout the client's names and addresses for privacy.
 - If applicant is in an area where VA is not commonly used the applicant may provide 3 client references. The client references must meet the below specifications:
 - Must be Active Duty, Active Reserves or Retired Military Personnel.
 - Must have assisted the client within past 12 months
 - Client contact must have been in either the selling of a property, the purchase of a property, or securing a rental home or direction to Installation Housing Facilities.
 - Contact must have been substantial in manner.
 - Must provide the following information for the client (please note references will be spot checked for accuracy):
 - *Name of client*
 - *Branch of Service & Rank*
 - *Date & Type of Client Contact*
 - *Contact Information (Email or phone Number)*
 - If the Applicant fits into one or more of the below categories then the VA Transactions or substantial contact requirement will be waived.

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- Applicant is currently serving on Active Duty in the Armed Forces, must provide a copy of current Military Identification Card (social security number if visible can be blacked out)

Agent Membership Number:
(Office Use Only)

- Applicant is Retired from the US Military, must provide a copy of Military Identification Card (social security number if visible can be blacked out)
 - Applicant has served in the US Armed Forces but is not retired and obtained an honorable discharge (Must provide a copy of DD-214, if social security number is visible it may be blacked out and a copy of a photo ID)
 - Applicant is the spouse of an Current or Former member of the Armed Forces (must show proof that spouse is or was currently in the US Military or US Military)
- Submit a copy of your real estate licenses (Must state license number and show you in active status) for each state you are licensed to practice real estate.
- Email a current Photo or Personal Logo for display on the Certified Military Relocator Website.
- Submit all the above documents via Email to Info@CertifiedMilitaryRelocator.com with New Designation in the Subject line and label each document with Last Name and Document Title (Ex: Smith-Member Application) or mail the documents to the address below:

Military Relocator®
Attn: CMR® Department
1923 Lejeune Blvd
Jacksonville NC 28546

All membership decisions will be made within 10 business days of the receipt of your completed package, should items be missing this will delay your membership decision. Should you be denied membership you will be notified in writing and any membership fees will be returned to you via USPS.

If you have any questions you can contact the CMR® Department at (910) 938-7653, or (877)271-0531 or you can send us an e-mail at info@certifiedmilitaryrelocator.com, please be sure to include your name and contact information.

Schedule of Other Fees Associated With Membership**

Initial Designation Fee*	Free
Renewal Fee****	TBD
Renewal Fee Late Charge	Free
Certificate and mailing	Free
Replacement Pocket Card	10.00
Replacement Student Manuel	20.00

* This is the Online Promotional Price sponsored by VAGuaranteedLoan.com backed by New American Funding and is Subject to change and is based on availability of the promotion given by VAGuaranteedLoan.com **All Fees are subject to change at any time.



Renewal Fees are due upon the anniversary of your Designation Receipt. So if your Designation Certificate reads January 1, 2017 then your membership fee is due prior to January 1, 2018. Any Designation Holder whose renewal fee that is not received prior to that date would then be dropped from the membership. *To Be Determined (TBD)

Agent Membership Number: (Office Use Only)

Official Certified Military Relocator® Application for Membership

Applicant Information

Name:		
Cell Phone:	Office Phone:	Other:
Current Address:		
City:	State:	Zip:

Professional Information

Company Affiliated With:		
Company Address (<input type="checkbox"/> Same as Above)		
City:	State:	Zip:
Email:		Personal Website:
Broker in Charge:		Email:

Licensure Information

Please list each state you are actively allowed to practice real estate

State:	License Number:
State:	License Number:
State:	License Number:
State:	License Number:

Have you ever been fined, reprimanded, suspended or denied a real estate license by any real estate licensing agency?
 Yes No (If you answered yes, PLEASE explain on additional page)

Base Membership Information

List each base you currently service on a regular schedule.

Main Installation:	State;
2 nd Installation:	State;
3 rd Installation:	State:
4 th Installation:	State:

Types of Services Offered

Please Check all That Apply

<input type="checkbox"/> Buyer's Agency	<input type="checkbox"/> Listing Agent	<input type="checkbox"/> Rental Agent	<input type="checkbox"/> Property Management
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Other:

Other:

Acknowledgements and Signatures

I hereby acknowledge that I have read and understood the CMR® code of ethics. From this point forward I will comply with the complete ethical responsibilities established by both CMR® and the National Association of REALTORS®

Signature of Applicant

Date

I authorize the verification of all the information provided on this form. I understand that misrepresentation of any above information will void my membership application and my application fees will not be refunded.

Signature of Applicant

Date

Agent Membership Number:
(Office Use Only)

Acknowledgements

(Please return this form with your membership package)

Initial

Acknowledgement

_____ I have read and understand the Code of Ethics and will abide by them as a CMR®

_____ I understand that if I fail to renew my Designation I will no longer hold the title of
_____ CMR® and will no longer be able to use it with any advertising

_____ I understand that if my information has been determined to be falsified then I will be denied
_____ the designation of CMR® and will forfeit any application/membership dues that
_____ have been paid.

_____ I understand that it is my responsibility to update any and all of my information with
_____ CMR® Headquarters.

_____ I understand that failure to renew my designation will result in an immediate termination, if
_____ I fail to renew within 90 days of my anniversary date I will be required to
_____ complete the designation process again.



Agent Membership Profile

Agent Name:
Agent's Company:
Agent's Personal Website:
Agent's Cell Phone Number:

Agents Information:

Please give us a basic about you statement (try to limit to about 100 words).

Designations

Please List any other various designations you hold:

Agent Specialties

If you specialize in any particular areas please list them below (ex: new construction, short sells, golf communities, etc....)

Loan Officer Contact Information:

Please provide us with your current loan officers are and their contact information.

