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I've got my Montana Real Estate License and I've joined a brokerage! Now what?

1. **Complete** our online membership application available [here](#) or visit missoularealestate.com > click **Join Us** > click **Become a REALTOR® Member**. *Per policy, new and transferring licensees should apply for membership with MOR within 15 days of receiving their license and/or joining a brokerage.*
2. **Remind** your supervising broker and/or brokerage admin that in order to process your membership application, **MOR's 'Broker Acknowledgement Form' must also be submitted to MOR by your brokerage's Designated REALTOR® (DR)**. Your brokerage's DR may or may not be your supervising broker, and DRs may access this form inside their Info Hub.
3. **Wait** to hear from MOR. Once your application and the acknowledgement form is received, processing can take up to 5 business days (but often it is a shorter wait time). **Once processed, you will receive a 'next steps' email** sent to the e-mail address you provided. *Be sure to check your spam/junk folder if you haven't received it within 5 days or give us a call.*

Included in the 'next steps' email, you will receive the following:

- (For brand new licensees) Your **NRDS ID** which is a 9-digit number assigned to you by the National Association of REALTORS®. Also known as a Member ID.
- Instructions on accessing MOR's members-only **Info Hub**, and how to pay your membership dues. For general information on dues and fees [click here](#) or visit www.missoularealestate.com, under **Join Us**.
- Instructions on completing the NAR-required online **Code of Ethics** course for new members (if applicable).
- Instructions on how to attend MOR's next available **New Member Orientation** which is a mandatory, in-person course for ALL new and transferring members of MOR.

- **For those joining MOR who are (or previously were) a member of another REALTOR® Association whether in Montana or another state**, MOR will also need to receive a **'letter of good standing'** from that Association. This can be sent via email to membership@missoularealestate.com.
4. **Once your membership dues are paid and the online Code of Ethics course is completed (if applicable)**, MOR will notify the [Montana Regional MLS \(MRMLS\)](#) of your provisional membership status. MRMLS staff will reach out to you with their application process. MOR also at this time will authorize your access to the SentiKey Lockbox program (if applicable).

IMPORTANT: New and transferring members have 30 days from the date they receive their 'next steps' email to pay membership dues and complete the online Code of Ethics course. If those steps are not completed within 30 days, your brokerage's DR will be billed a non-member assessment fee and you may be required to re-apply. **Reminder: you will not be able to apply with the MRMLS or access the SentiKey Lockbox program until dues are paid and code of ethics is completed.**

Lastly, your membership will remain 'provisional' until you are able to attend New Member Orientation. Once attended, your application will go before MOR's Board of Directors at their next meeting in order to approve your membership. While in provisional status though, you will have access to all membership benefits.