



PARK CITY BOARD OF REALTORS®

1889 Prospector Ave
Park City, UT 84060

Telephone (435) 200-6900 • Fax (435) 200-6901 • E-mail Kara@ParkCityRealtors.com

Administrative Assistant Application

Date: _____

First Name _____ **Last Name** _____

Physical Home Address _____ City _____ State _____ Zip _____

If Mailing is same as Physical, check box

Mailing Address _____ City _____ State _____ Zip _____

E-Mail Address _____ Phone number _____

Personal Password (from 9 to 15 characters, at least 6 must be letters, no special characters, do not use your name)
_____ to access the MLS or Websites of the Park City Board of REALTORS®.

Agent Affiliation: (Name of agent(s) or Broker you are working for) (*Assistants working for more than one brokerage will need to have a member number for each brokerage and will be charged per member number*)

Name	Company	Member ID

I understand that I will be assigned a member ID for use in logging into the MLS and other websites, that I will access the MLS using *only* my own login and password. The monthly fee is currently \$10 which may be changed at the discretion of the Park City Board of REALTORS®. I also understand and agree to abide by the PCBR MLS Rules & Regulations, and will not use the MLS services for my personal use (MLS data) or list or sell property.

Assistant Signature _____

I agree that I will be responsible for paying the \$10 monthly membership fees.

Agent Signature (please print and sign) _____

Broker Acknowledgement (please print and sign) _____