



Unlicensed Assistant Subscriber Application Form

APPLICANT (Administrator)

First Name	Last Name
Email	Contact Number
REALTOR® Member you are working for:	Member Board I.D. #

BROKERAGE

Brokerage Name	Brokerage Code
Office Address	
City	Postal Code
Office Phone	Office Fax

As the responsible REALTOR® Member, I certify that the above-named administrator is not a licensed REALTOR® and is employed by this firm. I am approving their access to The Mississauga Real Estate Board (MREB) MLS® System (Matrix).

Initial Here: _____

I will notify the Board Office when this employee is no longer employed by me for the immediate de-activation of the login and password signature. I also understand that failure to follow these procedures will result in a fine of \$100.00 per administrator

Initial Here: _____

I understand that I, the REALTOR® Member, am responsible for the \$ 60.00 (+HST) annual billing per Administrator to access the MREB MLS® System (Matrix) and any activation/de-activation fees that may occur. I further understand that these fees are non-refundable.

Initial Here: _____



I understand that I will be liable for any unauthorized usage of the MREB MLS® System (Matrix) as outlined in the MREB Rules & Regulations.

Initial Here: _____

I understand that, if applicable, I will be charged an activation fee for **Scout for SAFEACCESS™** at a cost of \$50.00 (+HST)

Initial Here: _____

The **Scout for SAFEACCESS™** platform has effective, artificial intelligence for tracking and identifying shared logins as well as an automated remediation process to deal with accounts violating this policy.

Failure to comply with this provision may result in the account being flagged and the matter being referred to the Professional Standards Committee (PSC) for possible disciplinary action against the offending Administrator(s) and REALTOR® Member, which may include a maximum fine of \$3,000.00 and loss of Subscriber privileges.

Unlicensed Assistant Signature

Date

REALTOR® Member Signature

Date

Broker of Record/Manager (Print Name)

Broker / Manager Signature

Date