

Appendix IV – CBOR Fees and Dues Collection Policy shall read as follows:

MLS Recurring Participation Fees:

1. All MLS fees should be payable by the MLS Participant.
2. As of 3/1/2007, the current monthly Participant fee (DR) is set at \$60 per month and the fee for each salesperson and licensed or certified appraiser who has access to and use of the service, whether licensed as a broker, sales licensee, or licensed or certified appraiser who is employed by or affiliated as an independent contractor with such participant except those on a subscription waiver approved by the Board of Directors is \$50 per month.
3. The billing date for Recurring Participation fees will be the 15th of each month for the following month's service. Payment is due in full on or before the 1st of the month.
4. All MLS billings shall have the following disclaimer displayed on them: "MLS service fees are due on or before the first business day of the month." Should the MLS Participant fail to render payment by the 10th day of the month, on the eleventh day of the month or on the first business day after the tenth day of the month a \$100 late fee is imposed.
5. If the bill is not paid by the 20th of the month, notice shall be given to the DR and all salespersons in the office that MLS services will terminate on the last working day of the month.
6. If the bill is not paid by the last business day of the month, internet access to our MLS software will be terminated for the Participant and each salesperson and licensed or certified appraiser who has access to and use of the service, whether licensed as a broker, sales licensee, or licensed or certified appraiser who is employed by or affiliated as an independent contractor with such participant in the office. Lockbox keys of the Participant and affiliated licensees shall be turned off. There will be an additional \$100 connection fee for the Participant as well as a \$25 reconnection fee paid by the Participant for each salesperson in the office.
7. New Member MLS fees are due as of the date of application and are billed to the DR. If application is before the 15th of the month the full current month's fees are due. If application is on the 15th-30th day of the month then one-half of the current month's fees plus the next full month's fees are due. (The next full month's fees are due because billing has already occurred.)
8. Should an MLS Participant leave the Multiple Listing Service and the Columbia Board of REALTORS® and leave an outstanding balance on his MLS bill, a reasonable effort will be made to recover said outstanding balance. If the outstanding balance

cannot be collected, a letter will be sent to the Participant stating that the remaining balance will be reported to a Credit Bureau as a bad debt. (1982)

Annual Dues Collections (Unchanged)

All annual dues must be remitted to the Board office no later than December 31st at 11:59 p.m. If postmarked prior to 11:59 p.m. on the 31st and received at a later date at the Association offices, they will be accepted without incurring a late fee. All payments received after 12:01 am, January 1st, will receive a late payment penalty. There will be no "grace period". This penalty is established annually by the Board of Directors and was \$100 in both 2003 and 2004 and was voted 1/2004 to be in effect for future years. The Late Payment penalty may be appealed, in writing, for consideration by the Board of Directors. If an agent wishes to discontinue membership entirely, they may do so by 11:59p.m. on January 31st, without the Designated Realtor being responsible for payment of their dues and late fees. This period is to allow an agent to be dropped without penalizing the Designated Realtor. After January 31st at 11:59 p.m., the Designated Realtor will be responsible for payment of all dues and late fees incurred by the agent.

Supra key payment fees: (BOD policy unchanged since 2006 "change out")

1. Agents may choose to have an eKey, billable by SUPRA, or a Display Key which is billed annually by CBOR.
2. Supra's billing policies will govern eKey collection of fees as the agent has a contractual obligation with Supra, not CBOR.
3. If a new agent chooses a Display key, they will pay a prorated amount (prorated quarterly) through the next June 30th plus a one-time refundable security deposit.
4. Agents are billed their annual key fees at least 30 days in advance of July 1 of each year.
5. If fees are not paid by July 15th, service is terminated. To be reinstated, a new key must be issued at the then current fees.

All Other Fees and Fines not specified above: (Unchanged)

For all other fees and fines not specified above, the following collection procedures shall be in place:

30 days	Warning Notice
45 days	Courtesy Phone Call
60 days	Cut off all MLS related services and fine \$25 if the bill is less than \$100 and \$50 if the bill is for more than \$100
90 days	Charge an additional \$50 and send bill to a collection agency

Affiliates:

30 days
60 days
90 days

Courtesy Phone Call
Services Cut Off
Send to collections

Motion was approved.