

# Systems Access Policy

---

INSTITUTED NOVEMBER 15, 2012 (V.19)

Pursuant to MRED's Rules and Regulations, there are several different ways through which access to the listing content in MRED's systems is granted. Only when all provision(s) of a Systems Access Type is/are met will access be granted. Appropriate fees are charged depending upon the type of access. Qualification for only one System Access Type is necessary to gain access:

## **SYSTEM ACCESS TYPE 1: BROKER OWNER**

- a. Hold a current, valid real estate managing broker's license; *and*
- b. Be a Realtor® from an Association or Board that MRED provides services to; *and*
- c. Offer or accept cooperation and compensation to and from other Participants.

## **SYSTEM ACCESS TYPE 2: PRINCIPAL, PARTNER OR CORPORATE OFFICER OF A FIRM**

- a. Your firm has an office or offices belonging to an Association or Board that MRED provides services to; *and*
- b. Your firm offers or accepts cooperation and compensation to and from other Participants.

## **SYSTEM ACCESS TYPE 3: OFFICE MANAGER ACTING ON BEHALF OF A PRINCIPAL**

- a. Said principal holds a current, valid real estate managing broker's license,
- b. Belongs to an office or offices belonging to an Association or Board that MRED provides services to; *and*
- c. Said firm offers or accepts cooperation and compensation to and from other Participants.

## **SYSTEM ACCESS TYPE 4: OTHERWISE LICENSED**

- a. Be a non-principal broker holding a current valid real estate broker's or managing broker's license OR be a licensed leasing agent with a current, valid license; *and*
- b. Be a Realtor® from an Association or Board that MRED provides services to OR be a non-member licensee affiliated with a Realtor® managing broker Participant; *and*
- c. Offer or accept cooperation and compensation to and from other Participants.

NOTES regarding System Access Types 1-4:

1. The requirement that an individual or firm "offers or accepts cooperation and compensation" means that the Participant actively endeavors during the operation of its real estate business to list real property of the type listed on the Service and/or to accept offers of cooperation and compensation made by listing brokers or managing brokers in the Service.
2. "Actively" means on a continual and on-going basis during the operation of the Participant's real estate business. The "actively" requirement is not intended to preclude Service participation by a Participant or potential Participant that operates a real estate business on a part time, seasonal, or similarly time-limited basis or that has its business interrupted by periods of relative inactivity occasioned by market conditions.
3. The requirement is not intended to deny Service participation to a Participant or potential Participant who has not achieved a minimum number of transactions despite good faith efforts. It is not intended to permit the Service to deny participation based on the level of service provided by the Participant or potential Participant as long as the level of service satisfies state law.

## SYSTEM ACCESS TYPE 5: APPRAISER

- a. Be a Realtor® appraiser with an Association or Board that MRED provides services to; *and*
- b. Be licensed or certified by an appropriate state regulatory agency to engage in the appraisal of real property; *and*
- c. Appraisal services are being provided for the express purpose of facilitating the sale of real property, the development of real property, the mortgage and/or refinance of real property, and other real property valuation services for a consumer/client for a fee. No other appraisal services are acceptable for access to MRED data.

## SYSTEM ACCESS TYPE 6: OFFICE SECRETARY

- a. Be a secretary with a firm that has access; *and*
- b. May not be an actively licensed real estate broker or managing broker without also having an MRED System Access Type 1-4; *and*
- c. May not also meet any of the definitions found under MRED System Access Type 10: Vendor.

## SYSTEM ACCESS TYPE 7: APPRAISER SECRETARY

- d. Be a secretary with a firm that has access; *and*
- e. May not be an actively licensed appraiser without also having an MRED System Access Type 5; *and*
- f. May not also meet any of the definitions found under MRED System Access Type 10: Vendor.

## SYSTEM ACCESS TYPE 8: PERSONAL ASSISTANT

- a. Be a personal assistant for a real estate licensee (either broker or managing broker) or appraiser who has an MRED System Access Type 1-5.; *and*
- b. May not also meet any of the definitions found under MRED System Access Type 10: Vendor.

NOTES regarding System Access Type 8:

1. A personal assistant may **NOT** have an active real estate broker's or managing broker's license.
2. MRED staff (by signed request from the Office Managing Broker) can grant individual brokers the ability to become a Personal Assistant for other brokers within the same office without granting them an additional PA ID.

## SYSTEM ACCESS TYPE 9: APPRAISER ASSISTANT

- c. Be a personal assistant for an appraiser who has an MRED System Access Type 5.; *and*
- d. May not also meet any of the definitions found under MRED System Access Type 10: Vendor.

NOTES regarding System Access Type 9:

3. An appraiser assistant may **NOT** have an active appraisal license.

## SYSTEM ACCESS TYPE 10: VENDOR:

- a. Be a vendor granted access by MRED because you provide a real estate related product or service used by MRED Participants; *and*
- b. Have a contract with MRED to use access to provide the aforementioned product or service to MRED Participants.

**SYSTEM ACCESS TYPE 11: GOVERNMENT:**

- a. Be a government or government related entity that MRED determines should have access as it is in the best interests of the real estate community at large.

**SYSTEM ACCESS TYPE 12: STAFF**

- a. MRED and Association staff as necessary to accomplish duties and service users/ membership; not for personal/private use.

\*\*\*\* **AFFILIATE**...Affiliate offices are non-billable and do not have to pay any fees. They do not have access to connectMLS, it is to allow them to still be part of the data feed, so they have access to downstream programs such as ShowingTime, etc.