



55896 Santa Fe Trail, Yucca Valley, California 92284 • (760) 365-1145 • FAX (760) 365-7425

Email: dcaoryv@verizon.net • www.dcaor.com

Member: National Association of REALTORS®/California Association of REALTORS®

## INSTRUCTIONS FOR SUBMITTING A RECIPROCAL LISTING TO DESERT COMMUNITIES ASSOCIATION OF REALTORS® MLS

**\*\* We are no longer billing for this service \*\***

The above information must be submitted with payment, in all cases!

**ANY INCOMPLETE APPLICATION WILL BE RETURNED!**

**Submitting Broker/Agent must be a member of a Reciprocal MLS!**

### PLEASE SUBMIT THE FOLLOWING:

1. The completed DCAOR MLS Entry sheets taking note of mandatory fields. (Not another MLS copy!)
2. A Letter of Good Standing from your Local Reciprocal MLS.
3. Payment of \$100.00.
4. Your FAX Number or Email Address if you wish a copy of the entered listing.
5. YOUR BUSINESS CARD!

### SEND THE ABOVE TO:

Make Check Payments to: **Desert Communities Association of Realtors**  
55896 Santa Fe Trail  
Yucca Valley, CA 92284  
(760) 365-7425 Fax

### PHOTOS:

One Primary and eight additional photos may be emailed to dcaoryv@verizon.net. Make sure the email contains the agent's name and the listing's address and what order you wish the photos to be used.

### **\*\*I AUTHORIZE THE DESERT COMMUNITIES ASSOCIATION OF REALTORS® TO CHARGE MY:**

Check one:  VISA       MASTERCARD

Name on Card: \_\_\_\_\_

Card # \_\_\_\_\_ Expires: \_\_\_\_\_ CVV Code: \_\_\_\_\_  
(On the back of card)

Billing Address: \_\_\_\_\_ Billing Zip: \_\_\_\_\_ - \_\_\_\_\_

Amount Authorized: \$ \_\_\_\_\_

Card Holder Signature: \_\_\_\_\_