



Broker Compliance

What is Broker Compliance?

The Portland Metropolitan Association of REALTORS® is responsible for ensuring broker compliance of every Oregon licensee within a REALTOR® firm that holds membership with PMAR. A REALTOR® firm is required to maintain compliance, and meet the established requirements set forth by the Portland Metropolitan Association of REALTORS®, Oregon REALTORS®, and the National Association of REALTORS®.

What is a Designated Realtor®?

A firm (or office in the case of firms with multiple office locations) shall designate in writing one REALTOR® Member who shall be responsible for all duties and obligations of Membership including the obligation to arbitrate pursuant to Article 17 of the Code of Ethics as well as the payment of Board dues. The Designated REALTOR® must be a sole proprietor, partner, corporate office or branch office manager acting on behalf of the principal(s) and must meet all other qualifications for REALTOR® Membership.

What does a licensee affiliated with a REALTOR® firm have to do to be compliant?

Membership in a board of REALTORS® is voluntary. No individual is required to seek and maintain membership in a board of REALTORS®, with one notable exception. The one exception to the voluntary nature of membership is with respect to the firms Designated REALTOR®(DR)/Managing Principal Broker. A licensee affiliated with a REALTOR® firm must belong to a board their DR belongs to, or the DR must pay a Non-member Assessment. When a Designated REALTOR® becomes a member of the National Association of REALTORS®, through the local board of their choosing, they agree to ensure a complete commitment on the part of all affiliated licensees within the firm.

If an affiliated Oregon licensee holds a real estate license in a contiguous state, (California, Washington, Idaho, or Nevada), and is a member of the National Association of REALTORS® in a contiguous state, that licensee meets the compliance requirements to ensure that the affiliated licensees are REALTORS®. If an affiliated Oregon licensee holds a real estate license in a noncontiguous state, the licensee will be required to hold a Dual Membership at either the local, or state level. If a noncontiguous licensee chooses the local level, it must be with a local their DR belongs to. PMAR Bylaws Article X, Section 1, provides the information regarding the annual dues assessed to a firm, and the responsibility of the Designated REALTOR® to account for affiliated licensees.

An affiliated licensee must continue to maintain their REALTOR® membership until they are either inactive, move to a non-REALTOR® firm, or move to a referral only firm. Verbal communication is not sufficient. The Oregon Real Estate Agency (OREA) must be notified, and the state record must reflect the change.

All members commit to the **Code of Ethics** of the National Association, to the constitution, bylaws, rules, and regulations of the local board, state association, and the National Association. Every REALTOR® firm licensee will meet the Code of Ethics training requirement established in Article IV of the NAR bylaws. PMAR will track the member compliance for new and existing members. PMAR bylaw, Article V, Section 5, provides information regarding the consequences of not complying with the requirement.

Rules, Bylaws, regulations, and benefits can be found by visiting:

Portland Metropolitan Association of REALTORS® www.pmar.org
Oregon REALTORS® www.oregonrealtors.org
National Association of REALTORS® www.nar.realtor

What if a New Member fails to complete the New Member Orientation and Code of Ethics training?

PMAR Bylaws Article V, Section 4, requires New Members to complete their New Member Orientation and Ethics training within 60 days of the date of application. Failure to meet the requirement will result in Termination of the member from PMAR, OR, NAR, and RMLS™ until the requirement has been met. There will also be a \$100.00 reinstatement fee assessed to the member prior to reactivation.

What if an affiliated licensee refuses to pay their membership dues, or does not meet the Code of Ethics training requirement?

A Designated REALTOR® always has options, and the list that follows can be used to remedy most compliance issues.

- Inactivate your firms REALTOR® status or change the affiliated broker licensee to a non-REALTOR® firm
- Set up a Limited Function Referral Office with the Oregon Real Estate Agency (OREA) at <https://orea.elicense.irondata.com/> or call 1-503-378-4170 and change the affiliated broker licensee to the referral-only firm
- Change the affiliated broker licensee status to inactive with the OREA
- Email the affiliated brokers Code of Ethics certificate to: membership@pmar.org

You must notify membership@pmar.org whenever the status of an agent's license within your firm inactivates, move to a non-REALTOR® or referral only firm or transfers to a new firm.

Still have questions about Broker Compliance?

Email: membership@pmar.org Call: (503) 228-6595