

MEMBERSHIP RENEWAL

F · A · Q

www.northwestmetrorealtors.com/renew



ONLINE ADVANTAGES

- ✓ Save time and have 24-hour access.
- ✓ Upon completion, you may print a receipt immediately.
- ✓ Eliminate the need to mail a payment.
- ✓ With your Username and Password, discover all the benefits that membership has to offer.
- ✓ Visa, MasterCard, Discover or American Express credit or check cards are accepted.

Q & A

Did the Renewal Amount increase?

No.

What payment methods may I use?

You may pay by check, check card, Visa, MasterCard, Discover and American Express.

Is my credit card charged immediately?

Yes, the charge is completed during the renewal transaction. If you have incorrectly entered the number or expiration date, or if there is another problem with the card, you will be unable to complete the transaction online.

What if I wish to pay by check?

Make check payable to the: Northwest Metro Association of REALTORS®, include your real estate license # on the check, if applicable.

Submit payment to the Board office at:
5784 Lake Forrest Dr. • Atlanta, GA 30328

TIME LINE

When is the Membership Year?

July 1st thru June 30th of each year.

When is the Membership Renewal deadline?

July 1, 2017

What if I miss the deadline?

For members who have not renewed in full by August 1st, the renewal amount will increase by \$25.

For members who have not renewed in full by September 1st, the renewal amount will increase another \$25.

For members participating in a Payment Plan, the renewal amount will not increase if paid in full by September 1st. After September 1st, a \$50 increase will be applied.

PAYMENT PLAN OPTIONS

May I make a partial payments?

If you are a REALTOR® member and your primary membership is held with the Northwest Metro Association, you will have a Payment Plan option when making your payment online.

NOTE: This plan is only available online and payments will be processed automatically to the credit card number you provide. The payment plan is only available to renewing REALTOR® members, not new member applicants.

In addition to the annual renewal amount, an administration fee of \$15 will be added if you choose to participate in the payment plan.

3-Month Plan

Three equal installments will be applied to your credit card: first, on the day you enroll; next on August 1st; and finally, September 1st.

You must renew online by July 31st in order to take advantage of this payment plan.