

# UNLICENSED ASSISTANT / USER INFORMATION

Revision Date: Jan. 14 2022



2918 W KENNEDY BLVD.  
TAMPA, FL 33609  
(813) 879-7010  
TAMPAREALTORS.ORG

## GENERAL INFORMATION

Employer Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Employer Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

## ACTION TO BE TAKEN

New Assistant      Reinstatement      Transfer      Remove

Assistant Name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Agent or office assistant is assigned to: \_\_\_\_\_  
 Office Phone: \_\_\_\_\_ Office Fax: \_\_\_\_\_  
 Office Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

(Required to verify against DBPR records) Your default password is "password1." Please change your password on the Stellar MLS website at [stellarmls.com](http://stellarmls.com).

## SIGNATURES

Broker Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Assistant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

| Application Date | Set-Up Fee | Assistant User Fee | Total Due | Application Date | Set-Up Fee | Assistant User Fee | Total Due |
|------------------|------------|--------------------|-----------|------------------|------------|--------------------|-----------|
| January          | \$65.00    | \$122.99           | \$187.99  | July             | \$65.00    | \$40.97            | \$105.97  |
| February         | \$65.00    | \$109.32           | \$174.32  | August           | \$65.00    | \$27.30            | \$92.30   |
| March            | \$65.00    | \$95.96            | \$160.65  | September        | \$65.00    | \$13.63            | \$78.63   |
| April            | \$65.00    | \$81.98            | \$146.98  | October          | \$65.00    | \$164.00           | \$229.00  |
| May              | \$65.00    | \$68.31            | \$133.31  | November         | \$65.00    | \$150.33           | \$215.33  |
| June             | \$65.00    | \$54.64            | \$119.64  | December         | \$65.00    | \$136.66           | \$201.66  |

To submit this application, please email Member Services at [memberservices@tamparealtors.org](mailto:memberservices@tamparealtors.org) or visit one of our locations. Please allow 24 hours for applications to be processed. The cost associated with this application will correlate with the date of submission.

Tampa Office | 2918 W. Kennedy Boulevard | Tampa, FL 33609 | 8:30 a.m. to 5 p.m.

Wesley Chapel Office | 2224 Ashley Oaks Circle, Suite 101 | Wesley Chapel, FL 33544 | 9 a.m. to 5 p.m.

Please return with a legible copy of assistant's driver's license. The annual assistant user fee will be due annually on Sept. 30.