

# UNLICENSED ASSISTANT / USER INFORMATION

Revision Date: April 18, 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.

## 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 | 9 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.