

## **Orientation Requirements for New Primary and Secondary REALTOR® and Appraiser Members.**

A new member orientation is **REQUIRED** of new Primary and Secondary REALTOR® and Appraiser Members. The requirements differ for each level. More information is below. This is per the Vail Board of REALTORS® Bylaws.

Orientation includes important information on VMLS rules and regulations, using the MLS system, and related offerings through the VBR. **A representative of the VBR will contact new members once their membership is active with information on attending orientation.**

### **PRIMARY REALTOR® & APPRAISER (VBR & VMLS members):**

- Vail Board of REALTORS® New Member Orientation. This 3-hour class is offered live in-person at the VBR. A Zoom option, or similar, is available for new members based outside of Eagle County.
  
- Newly licensed Brokers and Appraisers will be required to take online modules through the National Association of REALTORS® (\*scroll down for instructions on accessing).

### **SECONDARY REALTOR® & APPRAISER (VBR & VMLS members)**

This status is if the VBR is not your main/primary board of membership:

- Vail Board of REALTORS® New Member Orientation. This 2-hour class is offered live online via Zoom or a similar method, or member can attend live in person at the VBR.

MLS ONLY: This is not required at this time.

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**Other Requirements for REALTOR®, Appraiser, and Managing Broker Members**  
Please visit “[Education Requirements](#)” at VBR.net

### **ETHICS REQUIREMENT:**

Please also note that Ethics is a REQUIRED class for all VBR Realtor® and Appraiser members. The National Association of REALTORS® and Vail Board of REALTORS® require that you take this course once every three years.

- Primary REALTOR® or Appraiser members must show proof of a course within the current 3-year cycle. This can be with the VBR, another Board, or through an online provider, including the National Association of REALTORS®.
  
- New Realtor® members are REQUIRED to take NAR Ethics – at least 2.5 hours of instruction. This must be completed within 90 days of membership activation. This can be done in IN-PERSON at the Vail Board of Realtors® or ONLINE through the National Association of REALTORS® online education modules (\*scroll down for instructions).

- **MLS ONLY:** Members will handle this through their main Board of membership. VBR does not require it of you.
- **Secondary REALTOR® or Appraiser:** Members may disregard this requirement.

**PROCURING CAUSE REQUIREMENT (For Managing and Owner Brokers ONLY):**

Designated Realtors® (Managing or Owner Brokers) are REQUIRED to complete Procuring Cause training once within a three-year cycle. This is a Vail Board of REALTORS® requirement.

VBR hosts this class a minimum of two times a year, or you can fill the requirement on VanEd.com.

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**\*ACCESS ONLINE NAR ETHICS:**

Access NAR's online orientation module using NAR's SSO (Single Sign On). To use SSO, first create your NAR Account at [www.nar.realtor](http://www.nar.realtor) using your NRDS ID#. Let us know if you need this ID.

Access the module at: <https://learning.realtor>

Note: Once you log into the module and begin you will have 30 days to complete the module.

Upon completion of the module, each member will receive a certificate that can be downloaded and used as proof of the course completion.