

Real Estate Broker Company Membership

IMPORTANT INFORMATION ABOUT YOUR ENROLLMENT FORM

Welcome! We highly value and appreciate your membership, and put you, as a member and a customer, first in all that we do. We hope the following guidelines will be helpful to you as you prepare your enrollment forms, and if you have questions or require assistance, our staff members are eager to help! (Contact information appears at the bottom of page 2).

Member Contact Information

- This is the address to which your Worldwide ERC® member services and information, including your monthly copy of Mobility magazine, will be mailed.
- Please list only one company name and one designated member representative per form.
- The company name should be the full legal name of the company or its "trading as" name. Please do not include descriptions such as "relocation specialists" unless they are part of the legal or "trading as" name.

Calculation of Fees

Annual membership dues are indicated on your enrollment form. Early payment (by the date noted in the "if paid by" column) qualifies you for a discount as shown. One listing is included in your base membership fee; additional listings for other cities served are \$57 each. To correctly calculate the total due for your membership, review and update the listing data on the second and subsequent pages of the enrollment form, check the appropriate boxes in the "Optional Products and Services" section, and add the appropriate fees to the subtotal.

Company Membership Information (for listing(s) in the Worldwide ERC® Directory)

The Worldwide ERC® Directory is unique in that all member listings are organized and presented from the standpoint of users, enabling them to easily find real estate brokers by location. With that in mind, real estate broker listings are grouped by cities served instead of by listers' names or mailing addresses. The details under each listing area, along with the company name, member representative name, URL and number of offices owned (which must be consistent in all listings), make up the listing information that will appear under each city specified on the enrollment form. A basic profile page includes your company logo, a brief company description (200 characters), one city listing is included in your base membership fee.

LISTING AREAS

- Worldwide ERC®'s real estate broker company membership package includes one city listing. The second and subsequent city listings are \$57 each.
- Listing locations must be cities. Do not list counties, regions, neighborhoods or other geographic entities. Worldwide ERC® will validate city listings and reserves the right to edit or omit invalid locations.

SPECIAL SERVICES

You may list any of the services below that are offered by your company:

- Buyer Broker – firm with agents representing transferees/corporations exclusively in the buying process of homes.
- Renter's Assistance – firm regularly assists non-homeowning employees to locate rental quarters including single-family residences and apartments.
- Rental Management – firm has full-service capability to manage single-family rental properties for corporations or their employees who elect not to sell their residences.
- Property Management – firm will fully manage vacant properties for corporations and/or their employees. Services include arranging for maintenance and repair work when requested and periodic inspection of vacant properties.
- Asset Management – firm specializes in managing foreclosure (REO) properties.



Enrollment Check List Did You...

- Review all preprinted information on your enrollment form for accuracy?
- Print any necessary changes legibly and directly on the enrollment form?
- Note that your enrollment form may be printed on both sides of the page? To remove a listing area or additional cities, return the applicable pages with those details marked for deletion. Absent specific instructions, Worldwide ERC® assumes all details preprinted on the form remain valid.
- Failure to return all enrollment form pages could delay processing.
- Enclose payment and sign your enrollment form? (Forms cannot be processed without proper payment and signature.)

Where to Return Your Enrollment Form
Please mail OR fax your completed form to Worldwide ERC®. If you return your enrollment form via fax, PLEASE DO NOT resubmit by mail, as it may result in duplicate charges to your credit card. To qualify for the early discount, your enrollment form with payment must be received by Worldwide ERC® by the date specified in the "Calculation of Fees" section of the form.

Mail or fax to:

Worldwide ERC®
PO Box 745784
Atlanta, GA 30374-5784 U.S.A.

Phone: +1 703 842 3410
Fax: +1 703 436 9630

Worldwide ERC® Designations

If you currently hold a Worldwide ERC® professional designation, it will automatically be included after your name in your listing and highlighted with a symbol.

Worldwide ERC®'s Membership Information & Liability Policies

- Real Estate Broker Company membership is held by the company and therefore cannot be transferred from one company to another.
- The contact person must be in charge of employee relocation services and must obtain permission from the owner of the company to represent the company with regard to its Worldwide ERC® membership and listing in the Worldwide ERC® Directory.
- Worldwide ERC® requires complete and accurate information to be supplied by its members, both for Worldwide ERC®'s records and for inclusion in the Directory or other Worldwide ERC® publications. The submission of false or misleading information will lead to disciplinary action up to and including suspension from membership.
- Listing in the Directory does not constitute endorsement by Worldwide ERC®.
- This membership is for the term(s) specified on the enrollment form.
- No refunds for cancellation of membership will be given after the beginning of the membership term.

Worldwide ERC® agrees to use its best efforts to ensure that listing information appears as requested, but reserves the right to make such editing changes as are deemed necessary in order to properly prepare the text and graphics for electronic transmission, in accordance with the capabilities of the hardware and software in use and in accordance with all applicable laws, regulations and publishing standards. Because of the nature of electronic media, Worldwide ERC® shall have no liability whatsoever arising out of the transmission or reception of the listing material, other than to use reasonable efforts to ensure its availability during the period of this agreement. You, the member, warrant that all information supplied by you is true and accurate, to the best of your knowledge and belief, and that you own or have a valid license to use any copyrighted or protected material contained in the listing. You agree to indemnify and hold harmless Worldwide ERC® from any and all liability arising out of the publishing and content of this listing. In no event shall Worldwide ERC® be liable for damages for more than the amount paid for the listing, nor shall it be liable for incidental, consequential or punitive damages, however denominated.



Questions?

We value your membership and are here to help!

If you have questions about or need assistance completing your membership enrollment form, please contact us at:

+1 703 842 3410 or e-mail
CustomerSuccess@worldwideerc.org

Renew Your Worldwide ERC® Membership Today

Maintain your access to personal and business development resources with our exclusive, niche marketplace. Continue to receive and share talent mobility information, connect with colleagues and reach highly targeted and relevant partners and prospects.

Renew and keep the benefits coming such as:

A redesigned online Directory Experience

As before, a basic listing page allows you to choose your designated contact person, select the filters that will call attention to your year-long listing when a potential client conducts a search (e.g. services provided and countries), and showcase your Worldwide ERC®, GMS® and/or CRP® designation.

New features include:

- A custom URL you can use for targeted marketing to your clients
- Inclusion of your company's logo
- A brief (200 character) description of your company
- Industry affiliations (e.g. RDC, FIDI, etc.) and appraisal designations
- A "Contact Us" button that launches a user-friendly form that collects important contact information about your prospective clients

A Redesigned Community Experience

Making it easier to connect with other global workforce professionals around the world.

Virtual Events that Matter

Whether our Global Workforce Symposium or Road2Recovery get the latest live content from industry experts on the steps to take now to be ready for what's next in global workforce mobility.

Insights into Public Policy Issues

We keep you in the know on COVID-19 economic relief or changes to U.S. immigration, tax and real estate and mortgage laws and policies.

Professional Development Opportunities

The pandemic's impact on global mobility is that upskilling is more important than ever, your members allow you access to the member section of Learning Portal, free webinars, as well as LinkedIn Learning®.

Mobility Magazine

The popular go-to monthly magazine of the industry.

Discounts on educational programs, events, and more!!

Have questions, or need more information? Contact us at:
CustomerSuccess@WorldwideERC.org or call **+1 703 842-3410**



"Membership with Worldwide ERC® has been invaluable throughout my career. It has broadened my perspective and provided education that has helped us better serve and become trusted partners to our clients. We were one of the first real estate brokerages to develop a destination service offering in our local market. We relied heavily on the advice and guidance of other Worldwide ERC® members to develop a successful program that continues to evolve to meet the ever-changing needs of our clients. *Mobility* articles and the webinars add valuable insights that help us keep our program dynamic and relevant."

– **Kathy Connelly, SCRP, GMS**
BHHS Georgia Properties
Roswell, GA USA

As the landscape of global workforce mobility continues to change, you can rely on Worldwide ERC® to keep you in-the-know as a trusted go-to resource.

Make sure that your Worldwide ERC® benefits aren't interrupted and renew today!

RENEWING IS EASY!

- Use the membership package we sent you in the mail
- Renew online at worldwideerc.org/membership
- Sign in and click on the "My Membership and Renewal" link on the top right of the page

Optional Products and Special Offers

TO ENHANCE YOUR MEMBERSHIP AND LEARNING EXPERIENCE

DIRECTORY MARKETING OPPORTUNITIES

Advanced Listing Directory Profile @ \$750

Advanced Directory Listing Profile allows your company to further reap the most reward from your company's membership listing profile in the online Directory. The Advanced Listing Directory Listing Profile includes everything in the basic listing, plus:

- *More In-depth "About Us" description of your company (up to 600 characters)
- *VIP Quote or Client Testimonial, with photo
- *Your sponsored content posted to your page and on the Directory homepage (where applicable)
- *Up to two "Follow Us" icons for your social media channels (e.g. LinkedIn®, Twitter, Instagram, Facebook)
- *An action pane where you can post a coupon, video, RSS, Twitter or Instagram Feed.

Featured Search Option @ \$750 monthly

Showcase your company to be featured on our online Directory homepage and in search results that match your city(ies) that your company services.

ONLINE COURSE

Online Relocation Appraisal Training Program @ \$99 (Regular price \$125 member, \$195 non-member)

Once you have successfully completed this course, which covers the seven-page 2010 edition of the Worldwide ERC® Summary Appraisal Report, the "Relocation Appraisal-trained" notation will be added to your listing(s).

PUBLICATIONS

Guide to the Worldwide ERC® Broker's Market Analysis and Strategy Report @ \$65 per copy

This publication provides in-depth, line-by-line instructions on completing each item in the Worldwide ERC® Broker's Market Analysis and Strategy Report. It also includes samples of completed BMA forms, and "consistency checklists."

Relocation Appraisal Guide @ \$65 per copy

This guide explains the major concepts of relocation appraising and provides detailed, step-by-step instructions for completing the industry-accepted Worldwide ERC® Summary Appraisal Report.

SUBSCRIPTIONS

Forms Portal @ \$270 (Regular price \$375)

This subscription allows company-wide access to the forms. The Forms Portal includes some of the most widely used standardized forms in the relocation industry such as the Worldwide ERC® Broker Market Analysis Report, Property Assessment Form, and URAR forms. The fee is \$375 annually for members, \$585 for non-members. Order at the same time of joining or renewing, and the fee is discounted to \$270.

Learning Portal @ \$500 (Regular price \$750)

This subscription has an extensive catalogue of learning options, customizable to your experience and learning style. This valuable subscription includes LinkedIn® Learning courses, webinars, etc. The fee is \$500 for members, \$750 for non-members.

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