

# NEW MEMBER CHECKLIST

## TODAY



- Pay Initial Fees and Dues: \_\_\_\_\_
- Supra Activation \_\_\_\_\_ MLS \_\_\_\_\_ National/State/National Dues \_\_\_\_\_
- Set up MLS Payment: \$30 a Month from Checking/Savings on the 5th of every month
- MLS ID# \_\_\_\_\_ This will be emailed to you after your application has been processed
- MLS Password: \_\_\_\_\_ (changes every 3 months)
- Set up Supra eKey payment: \$15.89 a month on the 5th of every month from Credit/Checking/Savings  
Pin # \_\_\_\_\_
- NRDS# \_\_\_\_\_ to be used at NAR.REALTOR
- LIKE the OABR Facebook Page! Facebook.com/omahaREALTORS
- Read through your New Member Packet
  - REALTOR® Pin
  - Staff Contact Sheet
  - National information

## THIS WEEK

- Receive new member email - After hours Paragon Support: 877-657-4357
  - Includes your MLS ID#
  - Includes link Paragon Academy
    - Must be completed within 30 days
  - Check Spam Folder if you do not see this email within the next 5 business days
- Supra Instructions email - After hours Supra Support: 402-619-5567
  - Includes a video tutorial for using your eKey
  - Includes links to set up your Supra account
- Download Homesnap Pro
  - Access listings on your Phone!

## THIS MONTH

- Orientation: Tuesday \_\_\_\_\_ Wednesday: \_\_\_\_\_  
8:30am - 4:00pm Must be completed within 60 days of joining.
- Complete Paragon Academy within 30 days of receiving New Member Email

## NEXT 6 MONTHS

- Take an OABR Education Class
- Attend a networking event hosted by any OABR committee
- Support your local RPAC
- Donate to the OABR Foundation

## NEXT 12 MONTHS

- Join a committee!
  - All committees are open to all members!
  - Test out the committees that interest you and choose the one that fits your style!
- Pay Annual Dues by August 15th
  - All REALTORS® must annually pay their Local/State/National dues through OABR.