



Installment Payment Agreement (IPA)

This agreement authorizes GPBR to automatically collect installment dues payments in the amount of \$49.00 per month following an initial payment of \$133.00 (plus a \$100.00 application fee for new members). Both installment payments and initial payment plus application fee (if applicable) will be collected via credit or debit card from the card indicated on page 2 of this document.

It is the sole responsibility of the individual member to notify GPBR of any changes in credit/debit card information, including the canceling of the card for any reason (including identity theft), expiration of card or change of card no fewer than five (5) business days ahead of a scheduled monthly payment.

If a payment is declined for any reason, an additional \$35.00 fee will be automatically added to the installment payment amount for that month. If the account remains unpaid for 30 days, the member's entire office may be suspended from service including MLS.

Your Installment Payment Program (IPP) membership will automatically renew annually. Members wanting to discontinue the installment payment program for any reason must contact GPBR and follow protocol to formally cancel reoccurring payments. If cancellation is due to termination of membership, one additional

monthly payment will be charged to the credit/debit card on file at the time of withdrawal from the IPP.

IPP members may choose to pay off the balance of their annual dues, thereby ending participation in the IPP for that membership term, at any time. One final payment in the amount of the balance owed for the membership term will be charged to the credit/debit card on file. Re-enrollment in the IPP for a subsequent membership term will require an initial payment of \$133.00 before automatic monthly payments of \$49.00 will resume.

If you are unable to make your payment on the date payment is due, services (including MLS) will be suspended until payment is made, including any additional fees. GPBR reserves the right to require an alternate payment method when a payment has been declined.

GPBR **will not** be responsible for notifying IPP participants of upcoming installment payments or if a payment has been declined. It is the responsibility of the individual member to verify that funds are approved and paid to GPBR.

Should GPBR increase its dues rates, this agreement authorizes GPBR to increase the automatic monthly installment payment accordingly, without additional consent.

____ **Current¹ Member: \$133.00 upon enrolling in IPP and \$49/month thereafter**

OR ¹The term "Current" only applies to current primary GPBR members. This program is not available to secondary members.

____ **New Member: \$100.00 Application Fee² + \$133.00 upon enrolling in IPP and \$49/month thereafter**

²Application fee will be waived for transfer members who provide a letter of good standing from their current primary board. This program is not available to secondary members.

OPTIONAL RPAC DONATION

____ **Yes, I would like to make a one-time investment in RPAC in the amount of:**

\$200.00 \$100.00 \$50.00 \$35.00 Other \$ _____

____ **No, I would not like to invest in RPAC at this time.**

Contributions are not deductible for Federal income tax purposes. RPAC contributions are voluntary and used for political purposes. You may refuse to contribute without reprisal or otherwise impacting your membership rights. For individuals investing \$1,000.00 or greater, up to 30% of this total investment may be forwarded to the National Association of REALTORS® RPAC. All amounts forwarded to the National Association of REALTORS® RPAC are charged against the applicable contribution limits under 2 U.S.C. 441a.

By signing, I agree to the above terms of the GPBR Installment Payment Agreement.

Signature: _____ **Date:** _____

A fully completed IPA must be returned to GPBR via e-mail to billing@GPBR.com or by fax to 313-882-6062. A Broker "Opt-In" Form must be on file at the board office before any GPBR member can participate in the IPP.



Authorization Agreement for Credit/Debit Card Transactions for Installment Payment of Dues

I, _____, hereby authorize the Grosse Pointe Board of Realtors®, hereinafter referred to as GPBR, to initiate charges to the credit/debit card for which I have provided relevant information in the space below. I acknowledge that charges to such account will be collected by GPBR according to the following schedule:

- SINGLE ENTRY to occur at the time of enrollment in IPP in *one or more* of the following amounts:
 - \$133.00 – Initial payment for NEW and CURRENT Members
 - \$100.00 – Application fee for NEW members only (in addition to \$133.00 initial payment; transfer members must provide Letter of Good Standing from current primary board to have application fee waived)
 - Any voluntary RPAC investment (optional)
- RECURRING ENTRIES in the amount of \$49.00 to occur thereafter on the 15th day of each month.

I acknowledge that the origination of transactions to the credit/debit card account must comply with the provisions of U.S. law. This authorization is to remain in full force and effect until GPBR receives formal notice of cancellation according to established protocol.

Name on Card _____

Name of Realtor® Member (if different from above) _____

Card Type (AMEX, Discover, MasterCard, VISA) _____

Card Number _____

Expiration Date _____

Billing Address (Street, City, State, Zip) _____

Cardholder Signature _____

Date _____