

**What is the due date?**

2016 Board Dues are due no later than November 30<sup>th</sup>. On December 1<sup>st</sup>, all unpaid invoices will be assessed a \$50 late fee that must be paid with your dues. On January 1<sup>st</sup>, all unpaid invoices will be assessed a \$25 late fee that must be paid with your dues. On February 1<sup>st</sup>, all unpaid invoices will be assessed a \$25 late fee that must be paid with your dues.

**What happens if I pay my dues after November 30<sup>th</sup>?**

On December 1<sup>st</sup>, you will be assessed a \$50 late fee that must be paid with your dues in order to be considered paid in full.

**What happens if I pay my dues after December 31<sup>st</sup>?**

On January 1<sup>st</sup>, you will be assessed an additional late fee of \$25 that must be paid with your dues in order to be considered paid in full. Also, your MLS services will be suspended until paid in full.

**What happens if I pay my dues after January 31<sup>st</sup>?**

On February 1<sup>st</sup>, you will be assessed an additional late fee of \$25 that must be paid with your dues in order to be considered paid in full.

**What happens if I pay my dues after February 28<sup>th</sup>?**

On March 1<sup>st</sup>, if the broker still holds a license for an agent that has not paid his/her 2016 board dues in full, the brokers' and agents' services and membership will be suspended.

**Where can I pay my dues?**

You can mail your check to our Metairie office, 3645 N I-10 Service Rd W, Metairie, LA 70002.

At our Metairie office, you can leave your payment in the secure mail box located outside the entrance.

At our Mandeville office, you can put your payment in the mail slot located to the right side of the door.

You can pay over the phone with a credit card.

You can pay online with check or credit card.

**What type of payment does NOMAR accept?**

Personal Check, Company Check, Money Order, Certified Check, Visa Card, MasterCard, American Express Card, Discover Card. NO CASH payments will be accepted.

**Who do I make the check payable to?**

NOMAR or N.O. Metropolitan Association of REALTORS, Inc.

**How do I pay my dues online?**

Go to our website, [www.nomar.org](http://www.nomar.org). From the home page, click on "REALTOR® Professionals" in the top right hand corner. Now click on "Member's Log In" in the top right hand corner. A new screen will appear, enter your Logon ID (usually the same as your MLS ID) and Password (member #). You are now logged in and your member's dashboard appears. Click on "Make a Payment". Click "Pay My NOMAR Dues" on the left. Click on "View Paid & Unpaid Invoices". All unpaid invoices will be listed. Check the "Pay Now" box for all invoices you choose to pay. Click "Choose Payment Options", then "Credit Card"

or “Telecheck”. Enter your information as requested, verify and click “Submit”. Your payment will be processed immediately and your account will be updated. Print a receipt for your records.

### **Does NOMAR offer a payment plan?**

Yes, we accept payments in advance and/or allow partial payments for dues. Anytime you would like to make a payment toward your dues, you can mail in a check or call in a credit card payment. Contact Erin at (504) 885-3200 or [erin@nomar.org](mailto:erin@nomar.org) for more information.

Please note that all dues deadlines must be met:

\*Total Dues Amount (\$484) must be paid in full by November 30<sup>th</sup>. If not paid in full by November 30<sup>th</sup>, you will be assessed a late fee of \$50 on December 1<sup>st</sup>. Payment must be made out to NOMAR.

\*Annual dues amounts are determined by the Board of Directors of each organization and billed according to the bylaws of each organization.

NOMAR dues are billed annually on October 1<sup>st</sup> and due by November 30<sup>th</sup>.

### **Where and when are the invoices mailed?**

All dues invoices are mailed directly to your broker. The 2016 NOMAR dues invoices were delivered to your broker or mailed out by September 29, 2015. You can view/print a copy of your invoice through your member account at [www.nomar.org](http://www.nomar.org).

### **How do I check to see if I’ve paid my dues?**

From the home page, click on “REALTOR® Professionals” in the top right hand corner. Now click on “Member’s Log In” in the top right hand corner. A new screen will appear, enter your Logon ID (usually the same as your MLS ID) and Password (member #). You are now logged in and your member’s dashboard appears. Click on “Make a Payment”. Click “Pay My NOMAR Dues” on the left. Click on “View Paid & Unpaid Invoices”. If you have not paid your dues, an open invoice will be listed.

### **How do I get a receipt?**

From the home page, click on “REALTOR® Professionals” in the top right hand corner. Now click on “Member’s Log In” in the top right hand corner. A new screen will appear, enter your Logon ID (usually the same as your MLS ID) and Password (member #). You are now logged in and your member’s dashboard appears. Click on “Make a Payment”. Click “Pay My NOMAR Dues” on the left. Click on “View Paid & Unpaid Invoices”. Click on the invoice you wish to print a receipt.

### **If I mail my check on the due date, will it be “delinquent”?**

No, mailed payments postmarked on November 30<sup>th</sup> will not be considered delinquent. Mail your payment to NOMAR, 3645 N I-10 Service Rd W, Metairie, LA 70002.

### **I did not receive an invoice for one of my Licensees. What do I do?**

If the agent is already a member of NOMAR, please contact Erin at (504) 274-0783 or [erin@nomar.org](mailto:erin@nomar.org). If the agent is not a member of NOMAR and needs to join, please contact our Membership Coordinator, Lisette Savoie, at (504) 274-0780 or [lisette@nomar.org](mailto:lisette@nomar.org).

### **What if I received an invoice for someone who is no longer with my company?**

You can write “No longer with my company” on the invoice and fax it our office at (504) 885-1812 or email a copy to [membership@nomar.org](mailto:membership@nomar.org).

### **How do I change my address, phone number or email address?**

Go to our website, [www.nomar.org](http://www.nomar.org). From the home page, click on “REALTOR® Professionals” in the top right hand corner. Now click on “Member’s Log In” in the top right hand corner. A new screen will appear, enter your Logon ID (usually the same as your MLS ID) and Password (member #). Under “Member Center”, click on “My Membership”, then “My Profile”. You can update your personal information here. When finished, click “Submit”. This will not update your personal contact information in MLXchange or Fusion, you will need to update that information in MLXchange or Fusion.

### **Does NOMAR and/or GSREIN give refunds?**

Dues refunds must be requested in writing by January 14, 201. Dues refunds cannot be given after this date. **All refunds are subject to a \$25 processing fee.** All refunds are prorated.

### **What is my PAC Contribution used for?**

Your contribution to the Metropolitan Association of REALTORS® Political Action Committee (MARPAC) is YOUR BEST INVESTMENT in Real Estate. Your contribution helps to support local and state elected officials who advocate issues such as homeownership, health insurance for small business owners and limited Real Estate regulation. Your MARPAC contribution puts you in the driver’s seat down the path of the Real Estate industry’s future. Don’t be a Hitchhiker! Support your industry, make a MARPAC contribution today. For more information regarding MARPAC contributions, please contact Kelli Walker at (504) 274-0705 or [kelli@nomar.org](mailto:kelli@nomar.org) or Melissa O’Donnell at (504) 274-0789 or [Melissa@nomar.org](mailto:Melissa@nomar.org).

### **How do I pay my CID dues?**

Go to our website, [www.nomar.org](http://www.nomar.org). From the home page, click on “REALTOR® Professionals” in the top right hand corner. Now click on “Member’s Log In” in the top right hand corner. A new screen will appear, enter your Logon ID (usually the same as your MLS ID) and Password (member #). You are now logged in and your member’s dashboard appears. Click on “Make a Payment”. Click “Pay My CID Dues” on the left. Click on “View Paid & Unpaid Invoices”. All unpaid invoices will be listed. Check the “Pay Now” box for all invoices you choose to pay. Click “Choose Payment Options”, then “Credit Card” or “Telecheck”. Enter your information as requested, verify and click “Submit”. Your payment will be processed immediately and your account will be updated. Print a receipt for your records.