

Frequently Asked Billing Questions for the Mississippi Gulf Coast MLS

What are Quarterly MLS Service Fees?

Quarterly Service fees are paid to MGCMLS for user access to the Mississippi Gulf Coast MLS.

What is the cost of Quarterly MLS Service Fees?

MGCMLS quarterly service fees are \$100 per quarter for **all Users**. Participants (Designated Brokers) are no longer required to pay the additional \$30 per month participant's fee.

Who are MLS Service Fees billed to?

MGCMLS service fees will now be billed to individual users, instead of the Participant (Designated Broker), for 3 months at a time in advance. January- March, April- June, July-September, and October-December.

When are Quarterly Service Fees due?

Invoices are due no later than the first day of the quarter.

How can I pay my bill?

Payments are only accepted online at www.gcarealtors.com. To pay, login to the Clarity Dashboard at www.gcarealtors.com and click "Pay Your MLS Bill" under MLS-Only Resources. Online payment is accepted with Visa, Mastercard, American Express, Discover, or TeleCheck.

Are MLS Service Fees the same as GCAR REALTOR® Dues?

No, REALTOR® Dues are paid annually to maintain your membership with the Gulf Coast Association of REALTORS®. MLS service fees are paid to the Mississippi Gulf Coast Multiple Listing Service for access to the MLS.

Who can be a member of the Gulf Coast Multiple Listing Service?

An agent can join the MGCMLS as long as their Participant (Designated Broker) is also a member.

I am the Designated Broker®/Participant, how can I view and pay all the invoices for my office?

As the Participant, you have access to view and pay all invoices for every agent in your office. To do this for the MGCMLS invoices, click on "Pay Your MLS Office Bill" under MLS-Only Resources in the Clarity Dashboard.

What if an agent wants to go inactive with the MGCMLS?

In order to inactivate and remove an agent's bill, Participants (Designated Brokers) must notify the MGCMLS no later than the billing due date if they have placed a member inactive with the Mississippi Real Estate Commission. Notification should be in writing via email sent to priscilla@gcarealtors.com with a copy of the License Status Change Form and MREC inactive status form. If MGCMLS is not notified by the billing due date, the Participant (Designated Broker) has 10 days to notify MGCMLS of an inactive licensee and the Participant (Designated Broker) will only be responsible for 1/3 of the quarterly bill (\$33.33). After the 10-day grace period, Participants (Designated Brokers) will be responsible for the full quarter's bill of \$100.

What happens if my bill is not paid by first day of the quarter?

Invoices not paid in full by the second day of the quarter will incur a \$30 late fee and the unpaid User will be suspended until the original invoice and late fees are paid in full. After 30 days of delinquency, the Participant (Designated Broker) and all users in the entire office will be terminated and the Participant must pay all delinquent invoices and fees and an additional \$500 reinstatement fee before the office can become active with the MGCMLS again.

*Please note: If the Participant (Designated Broker) is not paid by the second day of the quarter, then all users in the entire office will be suspended at that time until all late fees and invoices are paid in full. After 30 days, the \$500 reinstatement fee will apply.

What happens if I leave after I have paid my dues?

MLS Service Fees are non-refundable. If you choose to inactivate your MGCMLS membership after your quarterly fees have been paid, you will not be refunded a prorated amount.