



Southern Middle Tennessee
Association of REALTORS®



NEW REALTOR®

INFORMATION

2026

Welcome

The Southern Middle Tennessee Association of REALTORS® sits in northern Columbia, Tennessee at a central location to serve its members in Giles, Lawrence, Lewis, Marshall, Maury, Perry & Wayne Counties. Though considered a medium-sized association by the National Association of REALTORS®, we still look at ourselves as a small group with strong goals to maintain our small-town qualities while reaching onward and upward toward growth and prosperity for our members.

A REALTOR® IS A MEMBER OF THE NATIONAL ASSOCIATION OF REALTORS.

Not a member? NOT A REALTOR®.

Getting Started with Membership

Membership at SMTAR is easy. Just follow the steps below:

Licensees

1. Complete the **Application for REALTOR® Membership** at <http://apply.smtar.com>
2. You will receive your dues quote by e-mail | Respond to that e-mail
3. You will receive your link to activate your SMTAR.com account by e-mail | Set up your account, log in and pay your dues
4. Complete Code of Ethics training within 60 days ([Download the Code of Ethics.](#))
5. Complete Fair Housing training within 60 days.

Fees(All pricing subject to change at discretion of Board of Directors)

We're not about "selling" you on our services. We are as up-front as possible about the costs of membership.

MANDATORY REALTOR® DUES (See "Requirements") PER REALTOR® (Annual – January 1)

Item	Annual Amount	Prorate Eligible
SMTAR (Local) Dues	\$250.00	Yes
Tennessee REALTORS®(State) Dues	\$105.00	Yes
Tennessee Issues Mobilization Fee	\$15.00	No
National Association of REALTORS® Dues	\$156.00	Yes
NAR Public Image Assessment	\$45.00	No
Multiple Listing Service		
See "Multiple Listing Service"		

Your principal broker is required to pay a Non-Member Assessment when you do not pay your dues.

ADDITIONAL SERVICES

ELECTRONIC LOCKBOX - SENTRILOCK		
MOBILE APP SETUP FEE	\$100.00 first time	
MOBILE APP/SENTRIKEY	\$140.00 + tax annually	
PURCHASE LOCKBOX	\$90.00 EACH (Member Price)	\$160.00 Replace/NonMember

LOCKBOX PROGRAM	See "Lockbox Program"	
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OBLIGATION

Your Designated REALTOR® (Broker or principal appraiser) is required to pay dues conditional upon your affiliation with their company. If you choose not to submit for REALTOR® membership within 30 days of affiliation, your Designated REALTOR® will be required to pay a NonMember Assessment. As a result of this policy, your Designated REALTOR® may require that all licensees affiliated with their company hold REALTOR® membership as a part of company policy.

Requirements

Dues Obligation

REALTORS® must renew their membership annually to maintain the use of the REALTOR® trademark and services.

Policy

Members of the National Association of REALTORS®, the Tennessee REALTORS® and the Southern Middle Tennessee Association of REALTORS® agree to uphold the governing documents and policies of said organizations.

Mandatory Training

Members of the National Association of REALTORS® must submit to regular training on the REALTOR® Code of Ethics and Fair Housing as defined by NAR policy. Current policy requires new members to complete 3 hours of Code of Ethics training and 2 hours of Fair Housing training within 60 days of membership application and then again within specific 3-year cycles as designated by NAR. Cycle deadlines are. Requirements are subject to change and your course must be approved by SMTAR to receive NAR credit. Review the requirements and download the Code of Ethics at <https://www.smtar.com/mandatory-training/>.

Included Services

FORMS

Your REALTOR® membership gives you access to the Tennessee REALTORS® online real estate forms program called TransactionDesk. TransactionDesk courses are approved for TREC credit. (There is a separate fee for courses!) Forms are under constant scrutiny by a panel of real estate agents and attorneys to ensure they meet the letter of the law.

REALTORS® Property Resource

Compiles all available data on a property, including data fed from MLS systems willing to provide their feeds and allows you to research, compare and report that information in a beautiful package to your clients.

Multiple Listing Service

(Additional monthly fee, required service \$45/month plus \$250 Software License Fee)

The multiple listing service in our area is a regional service operated by RealTracs Solutions. RealTracs is a statewide service and is expanding its capabilities daily. RealTracs users can share their listing information with 100's of websites across the nation and have valuable benefits such as:

- Detailed listing information
- E-mail
- Property Tax Information
- Comparative Marketing Analysis Reporting
- Market Statistics and Closed Data
- Free training with TREC CE Credit

Lockbox Program

SMTAR has more than 2,000 lockboxes owned by the association in circulation in the Southern Middle Tennessee region that are borrowed by its members. The lockbox program allows a Designated REALTOR® to hold an inventory of lockboxes in their office for their agents to use, or to allow their agents to borrow locks directly from SMTAR. An annual cost to only those companies and individuals using the service has allowed us to maintain this program since 1998. This program is an optional service.

Lockbox Maintenance & Service Fee – Office Inventory (mandatory if office has locks)	\$110.00 per REALTOR®, annually July 1st
Lockbox Maintenance & Service Fee – Agent Borrower	\$110.00 annually July 1st
Lockbox Administration Fee – Agent Borrower	\$25.00 annually July 1st

Additional Services

EDUCATION

SMTAR offers you ample opportunity to fulfill your continuing education needs. Two 16-hour Professional Development Conferences are held each year to meet your license requirements for one low price. Your education committee works diligently to bring you courses that are interesting, and informative, and that will benefit you in your day-to-day business transactions. We want you to be the best that you can be! Our Ethics class for new members and classes offered by the Multiple Listing Service (RealTracs) are approved for continuing education credit and are offered monthly. Online courses are available, as well.

NETWORKING

We encourage you to network with other members of our REALTOR® family at our general membership meetings. We invite informative speakers to our meetings to keep you updated on things that could affect the way you do business, but our most exciting meeting is our annual REALTOR® Political Action Committee (RPAC) Auction. Our meetings allow you to interact in a relaxed atmosphere outside of the real estate transaction.

The annual installation of our Officers and Directors offers another chance to mix and mingle with your fellow REALTORS® and many others that you may have worked with during the year. Come celebrate a year of hard work and dedication.

INFORMATIONAL MEETINGS

In addition to our regular membership meetings, Brokers/Owners meetings allow brokers and owners to discuss business concerns and changes in MLS, laws, and other policies or issues facing our profession.

ARBITRATION/ETHICS COMPLAINTS

NAR's Code of Ethics requires you to arbitrate commission disputes as opposed to litigation. Complaints are managed by the Tennessee REALTORS®.

UPDATES

We stay abreast of state and federal law changes that affect the real estate profession and advise members and brokers of such changes. When necessary we have supplied seminars or speakers who can assist with this info.

COMMUNICATIONS

E-mails, internet, fax, and good old-fashioned telephone systems help us keep you in the know. Our website is another means of staying in touch with our members and members of the public. Visit us at www.SMTAR.com!

REALTOR® Store

A REALTOR Store is available at the SMTAR office to purchase sign riders, brochure boxes, and other items that will help you advertise your listings.

MISCELLANEOUS

Member needs vary. We are here to help you in any way that we can. If we don't know the answer, we'll help you find it! Your board staff has more than 25 years of experience serving the real estate profession and is more than willing to put that experience to work for you!

DUES TABLES

The table below illustrates the REALTOR® dues proration for NEW REALTOR® members. IF ANY licensee believes they have been a member with SMTAR or Southern Middle Tennessee Association of REALTORS®-Lawrenceburg previously, please contact us. A reduced application fee is available if we can verify membership. Additionally, REALTORS® with a CURRENT membership at ANY REALTOR® Association will not pay the application fee. Please remember that dues are required PER REALTOR® applicant and a Non-Member Assessment of \$505.00 is required per remaining licensee in the company.

TO ENSURE YOU PAY THE PROPER AMOUNT DUE, PLEASE WAIT FOR A QUOTE OR INVOICE

Month	Dues & Fees	Application Fee	Total
January	\$ 571.00	\$260.00	\$ 831.00
February	\$ 528.42	\$260.00	\$ 788.42
March	\$ 485.83	\$260.00	\$ 745.83
April	\$ 443.25	\$260.00	\$ 703.25
May	\$ 400.67	\$260.00	\$ 660.67
June	\$ 358.08	\$260.00	\$ 618.08
July	\$ 315.50	\$260.00	\$ 575.50
August	\$ 272.92	\$260.00	\$ 532.92
September	\$ 230.33	\$260.00	\$ 490.33
October	\$ 187.75	\$260.00	\$ 447.75
November	\$ 145.17	\$260.00	\$ 405.17
December	\$ 102.58	\$260.00	\$ 362.58

PERIODIC FEES OR PENALTIES

From time-to-time, fees are assessed based on services or actions performed by the member.

Item	Description	Amount
Transfer Fee	Assessed when an agent transfers from one office to another	\$25.00
Late Fees	10% of Invoice if 30 days past due 10% plus 20% of Invoice if 60 days past due	Varies
Education	A fee is charged for education courses and conferences unless otherwise noted	Varies
Meetings	A fee is charged for meetings held by our association unless otherwise noted	Varies
Returned Check	Charged when a check is returned due to insufficient funds	\$25.00
Lost/Stolen Lockbox	Charged to members participating in the Lockbox Program who are unable to account for a lockbox	\$160.00

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