

July 2022



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# REALTOR® Insight



There will be 4 open seats for 2023. The Board is accepting nominations from all counties, but especially need candidates from Huron Co., Seneca Co. and Ottawa Co.

Nominations must be received by Friday, August 19th

To serve on the Board of Directors it is a commitment of 1 meeting per Month (3rd Thursday) and being actively involved in other committees.

### Requirements:

- \* The FAOR Board must be the Primary Board of each candidate seeking election. Each Candidate seeking election as Director must have a minimum one (1) year of experience as a licensed REALTOR.
- \* Directors shall be elected to serve a term of three (3) years.
- \* At all times, there shall be a least one (1) Director on the Board of Directors from each of the counties within the territorial jurisdiction of the Board. (Erie Co., Huron Co., Sandusky Co., Seneca Co., and Ottawa Co.)

To nominate yourself or someone else (with their permission) please contact 2022 Board President, Janet Herzog (419) 618-2220 | 2022 Board Vice President, Dave Amarante (419) 552 4303 | 2022 Board Secretary/Treasurer Jaime Polter (419) 333-8510 or email [Leslie@faor.com](mailto:Leslie@faor.com)



## Save the Date!

**July 12th & 13th**  
**CE at Put-in-Bay**

**July 19th**  
**Bob Strayer**  
**Memorial Golf**  
**Outing**

**August 17th**  
**RPAC Cruise**

**September 14th**  
**Truck in for Lunch**  
**Trade Show**

## Up Coming Events

July	
4	Board Office Closed, 4th of July
12–13	Island Education at Put-in-Bay
13	Nominations begin for Open 2023 Board of Directors Seats
19	Bob Strayer Memorial Golf Outing , Board Office Closed
20	New Realtor® Member Orientation, Board Office, 10am-4pm
26-27	OR Leadership Summit

August	
9-10	NAR Leadership Summit, Chicago
10	Board of Director Nominations for 2023 Deadline
17	RPAC Cruise, Depart Jet Express Dock @ Noon
18	Board of Director Meeting, Board Office, 10am
31	General Membership Meeting, Sandusky Yacht Club, Lunch 11:45am/Meeting 12:15pm

September	
5	Board Office Closed, Labor Day
14	Truck in for Lunch Trade Show, 11am–2pm, Shaffoe Shelter
15	Board of Directors Meeting, Board Office, 10am
18-20	Ohio REALTOR Convention & Expo, Cleveland
21	New REALTOR Member Orientation, Board Office 10am-4pm

**All Events are subject to change until further notice**



**Ohio** | **Department of Commerce**  
 Division of Real Estate & Professional Licensing  
 Mike DeWine, Governor | Sheryl Maxfield, Director  
 Jon Husted, Lt. Governor

*Do you shorten your name? Do you have a preferred name you use? Do you do Marketing with your Preferred name? You need to file a DBA with that name. Application on page 4*

## Tips for Registering a Preferred Name

The **Preferred Name Registration** form was created due to rule changes effective Feb. 10, 2019. Licensees must now register any name they want to use for advertising that is different than the name on their Ohio real estate license (i.e. nickname or a maiden name) with the Preferred Name Registration form.

The requirement was effective Feb. 10, 2019 because of rule changes, and the Division has already processed over 1,200 Preferred Name Registrations, so we know our licensees are eager to get their preferred names in.

Preferred name registrations do not change your name as it is listed on your license; they are just for use in advertising. Your license must always reflect your legal name, so if your legal name has changed, you still need to submit a **Change Application—Individual** form to the Division, along with the legal documentation and fee.

If you are a salesperson, please make certain your principal broker is aware that you have or plan to file to use a preferred name in advertising.

Here are some helpful hints about Preferred Name Registrations:

- If you wish to advertise using any variation of your legal name, you will need to register it with the Division. This includes common derivatives—William needs to register Bill, Sandra needs to register Sandy.
- Applications sent to the Division without the \$10 fee will not be processed. Please do not fax or email your applications as they must include the fee.
- This form cannot be used to drop your middle name from your license. The Division does not require you to advertise using your middle name, even if it is spelled out on your license.
- You cannot register two preferred first names. For example, you cannot register both “Beth” and “Betty.” You can, however, register both a preferred first name and a maiden name.
- If you are getting married and legally changing your name, but still want to advertise in your maiden name, you would need to submit both the Change Application—Individual form as well as the Preferred Name Registration. Both forms require documentation and fees.



## Real Estate

## Application for Preferred Name Registration

This form is interactive. You may, before printing, type your responses directly onto the form. Otherwise, this form must be typewritten or printed legibly in blue or black ink. **Incomplete applications and applications that are filled out incorrectly will be returned for correction.**

A check or money order for any fees, made payable to Division of Real Estate & Professional Licensing, must be submitted with this form. **Cash will not be accepted.** You may begin advertising in your preferred name once it is approved.

FOR DIVISION USE ONLY

File Number

### Reason for Completing this Form (check all that apply)

- ☐ **Registration of Preferred First Name** (Complete sections 1, 2, 3 and 4); Fee: \$10.
- ☐ **Registration of Maiden Name:** (Complete sections 1, 2, 3 and 5) Must provide legal documentation reflecting name and maiden name; Fee: \$10.

1. Applicant's File Number	File Number (* <b>Very Important:</b> The application cannot be processed without this information.)			
2. Email Address	Email Address			
3. Licensed Name	First Name	Middle Name	Last Name	Suffix
4. Preferred First Name	First Name			
5. Maiden Name	Maiden Name			

### The applicant must complete the following certification.

I certify that all statements on this application and all of the attached materials are complete and accurate. I understand that any false statement on this form or any of the attached materials may subject me to criminal prosecution and the loss of my Ohio real estate license.

Signature of Applicant

Date

**Notice:** Evidence that payment has been refused by the drawer's bank upon a check drawn to the order of the Ohio Division of Real Estate & Professional Licensing shall constitute prima facie evidence of misconduct and shall constitute a violation of Ohio Revised Code Section 4735.18(A)(6).

Division of Real Estate & Professional Licensing  
77 South High Street  
20<sup>th</sup> Floor  
Columbus, Ohio 43215  
REPL-19-0006

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information  
on  
Preferred  
Names  
go to:  
**Ohio.gov**  
Or Read  
**Page 3**  
of this  
Newsletter





## Division of Real Estate Announces New Address

By Ohio Division of Real Estate & Professional Licensing

Dear Stakeholders,

The Division has changed its **mailing address**. The new address aligns with the location for walk-in services. Please note the P.O. Box so that your mail reaches our Division.


### Mailed something to our old address?

Don't panic! We are still accepting mail to the old address. **Please use the new one going forward.**

**Division hearings and meetings conducted by our commissions and boards** will still occur at our Downtown Columbus location.


Mail for the **CABLE** program

Change of Address!



**Old**

**Division of Real Estate  
& Professional Licensing**  
77 S High St  
20<sup>th</sup> Floor  
Columbus, OH 43215



**New**

**Mail and Walk-in Address**  
**Division of Real Estate  
& Professional Licensing**  
6606 Tussing Rd  
P.O. Box 4008  
Reynoldsburg, OH 43068

should still be sent to the **OLD** address. As always, if you have questions please email the Division at

webreal@com.ohio.gov

**PLEASE NOTE:** Mail for the **Cable** program should still be sent to the **OLD** address.

This content is copyright 2022 Ohio REALTORS. Read more at: <https://www.ohiorealtors.org/blog/1663/division-of-real-estate-announces-new-mailing-address/>

## NAR: NXT, The REALTOR Experience

### Who Attends?

Year over year, REALTORS® who attend NAR NXT, The REALTOR® Experience report making twice as much income from real estate as the typical NAR member. The typical conference attendee works in real estate full-time and has an average of 16 years of industry experience. Our attendees are sales agents, associate brokers, broker-owners and real estate office staff, and they represent a variety of different office sizes and business franchises. Visi-

tors come from all 50 U.S. states and several U.S. territories. The event also welcomes 1,500 international real estate profes-

sionals from over 65 countries. Approximately one-third of attendees are first-time visitors each year



# Upcoming Continuing Education



## Core Ethics CE Class

### Join Us!

- Free to Realtors
- Lunch will be served

Thursday July 28, 2022  
10 AM – 1:30 PM

2nd floor - stair access only

Pioneer Spring Marketplace  
1580 Peru Olena Road  
Norwalk OH 44857  
Class Instructor: Alec Hagerty

Co-sponsored by:  
Todd Lillo  
Branch Manager at Union Home Mortgage

3-hour Continuing Education Credit for 2022

RSVP by July 18, 2022 to hold your seat

Todd Lillo Team

todd@toddlillo.com |

call or text 419- 706-4585



**Beth Dzurilla**  
Sales Manager

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C: (330) 348-4133  
bdzurilla@mutualtitleohio.com  
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**Todd Lillo**  
Branch Manager  
NMLS 224237

(419) 668-9922  
todd@toddlillo.com  
toddlillo.com

19 Whittlesey Avenue | Norwalk, OH 44857



### July 12th CE at Put-In-Bay

First American Title hosted the 1st day of CE with Core Law Class: Contracts, Business Entities, Trust & Estates, Instructors Ted Bush and Paul Blevins

Thank You First American Title and Mary Boldman



### July 13th CE at Put-In-Bay

The 2nd day of CE was Civil Rights: Fair Housing—Changing Faces in America taught by Knowledge Sponge Seminars, Alec Hagerty

Thank you Alec Hagerty!



Island Education!

# Upcoming Continued Education

## Continuing Education Committee

A great big shout out to the 2022 Continuing Education Committee for all of their hard work in getting Continuing Education to you in person this year! They sent out a survey to see what types of CE and Designations our members were interested in. Of course the Core classes were requested and the Designation course has been chosen.

These are the upcoming CE dates that have scheduled classes:

May 26th—Cheryl Devore, US Bank | Instructor: Jonathan Duy 3hrs. Civil Rights

June 23rd—Mutual Title / Union Home Mortgage—location in Huron Co.! **Rescheduled 7/28**

July 12th & 13th CE at Put-in-Bay—2 Core Classes **REGISTER ONLINE NOW!**

August 25th—**Cancelled**

September 29th—REALTOR Safety Month class—look for details!

October 27th—Erie Inspection

November— **TBD**

As we receive the class information and flyers they will be added to FAOR.com and on the Calendar so you can register for these classes online through the Connect Dashboard or your Member Portal!

Hope to see you at a class near you!

## Continuing Education Committee 2022

Lisa Horman, Chairperson

Joy Berquist

Mary Boldman

Michael Campbell

Cheryl DeVore

Amy Northrop





## Bob Strayer Memorial Golf Outing

The Bob Strayer Memorial Golf Outing was held on July 19th with 2022 Board President Janet Herzog pulling the trigger on the cannon to start off the outing.

The day was beautiful and perfect for a great day of golf. We had 28 teams this year! What a great turn out!

### Congratulations to our top winners:

**1st Place**—Weickert-Morgan Realty Team—Deanna Glass, Ryan Glass, Nathan Glass and Tony Esposito

**2nd Place**—Appraisal Service, Inc. Team—Nate Leto, Chis Dowdell, Wes Douglas and Craig Caprara

**3rd Place**—Bibb Realty Team—Joe Bibb, Alex MacNicol, Tony Lagando and Adam Byington

And the team “bringing up the rear” was the Polter Real Estate Team with Jaime Polter, Hilary Polter, Hanna Carnicom and Amy Rizer.

Justin Ewell’s team won the Skins with an Eagle on Hole 11!

### Congratulations to all of our Hole Prize winners:

Hole 1—Jaime Polter, Closest to the Pin Second Shot

Hole 2—Don Leto, Closest to the Pin 2nd Shot

Hole 3—Janet Herzog, Longest Putt Made—Women Only

Hole 4—Norma Badovick, Closest to the Pin 2nd shot

Hole 5—Frank Corder, Longest Drive—Men Only

Hole 6—Chris Dietzel, Closest to the Pin 2nd Shot—Women Only

Hole 7—Andy Ungar, Closest to the Pin 1st Shot

Hole 8—Troy Baumgartner, Longest Putt Made

Hole 9—Kristen Wadsworth, Closest to the Pin 1st Shot—Women Only

Hole 10—Chris Palmer, Closest to Pin 2nd Shot

Hole 11—Brandon Ott, Closest to Pin 2nd Shot

Hole 12—Mark Matula, Closest to Pin 1st Shot

Hole 13—Megan Kaufman, Longest Drive—Women Only

Hole 14—Josh Heath, Longest Putt Made

Hole 15—Don Leto, Closest to Pin—2nd Shot

Hole 16—Chelsea Smith, Longest Putt Made—Women Only

Hole 17—Patrick Blasko, Closest to Pin 1st Shot

Hole 18—Ryan Glass, Closest to Pin 2nd Shot

Our Sponsors went above and beyond this year, thank you so much for your contributions to help make this one of the most successful Golf Outings!

### 2022 Major Sponsors:

**Tournament Sponsor \$1000.00**—Civista Bank

**Golf Ball Sponsor**—Tim Ott of Civista Bank

**Breakfast Sponsor \$250**—First American Home Warranty—Dawn McNulty (Plus she provided Bloody Marys and Mimosas)

**Lunch Sponsor \$500**—Hartung Title, Ed Hartung

**Dinner Sponsor \$750**—Croghan Colonial Bank, Leisa Crum

**Bar Cart Sponsor \$500**—Fidelity National Title, Chris Palmer

**Golf Cart Sponsor \$500**—Rapattoni, Scott Quinn

**Driving Range Sponsor \$200**—Appraisal Service, Inc, Don & Nate Leto

**Putting Green Sponsor \$200**—Ally Title, Carrie Jo Wahl

This year we had **34 Hole Sponsors** at \$125. Thank you to all of you!

Our success with the Bob Strayer Memorial Golf outing is so important to the FAOR Charitable Foundation, this is the 2nd fundraiser of the year to help the

Foundation grown and continue to help our 5 counties with donations to the organizations that need help in each county.

Thank you again, to everyone who participated this year in the Bob Strayer Memorial Golf Outing, **this year raised over \$11,000.00!**





## Join us for the 2022 RPAC Cruise!



### RPAC "ISLAND CRUISE"

Join us on **Wednesday, August 17, 2022** for FAOR RPAC Island Cruise on a privately chartered Jet Express Ferry Boat. We will depart Port Clinton at **Noon** on the Jet Express Ferry located at **49 Jackson St. Port Clinton, OH.**

Our Jet Express cruise will take us on a tour around Lake Erie, and dock at Put-in-Bay on Middle Bass Island. Take this time to get to know and have discussions with your elected Officials/Legislators. Once at Put-in-Bay enjoy a **Legislative Reception at The Keys** when we will introduce the Ohio Legislators and elected local officials. Expected honored guests include, Senators Theresa Gavarone, Nathan Manning, Bill Reineke, and Representatives DJ Swearingen, Gayle Manning, Dick Stein, and Gary Click.

**Departure from Put In Bay 4:30-5:00 PM**, arrive Port Clinton, 5:00 to 5:30 PM.  
(you may return on an earlier ferry if needed)

**LIMITED SEATING: ONLY \$200.00 PER PERSON**

*Make your reservation today!*

Email [Leslie@faor.com](mailto:Leslie@faor.com) or fill out the Registration below and return to the Board Office, **must be received no later than 8/12/22**



### REGISTRATION



Name(s) \_\_\_\_\_

\_\_\_\_\_

Office \_\_\_\_\_

Payment Method: ☐ Check # \_\_\_\_\_ | ☐ Bill My Account      Amount Due \$ \_\_\_\_\_

**Firelands Association of REALTORS®** | 2710 Campbell Street, Sandusky, OH 44870  
[Leslie@faor.com](mailto:Leslie@faor.com) | (419) 625-5787



**VOTE ★ ACT ★ INVEST**

[WWW.REALTORACTIONCENTER.COM](http://WWW.REALTORACTIONCENTER.COM)

*Firelands Association of REALTORS®***GENERAL  
MEMBERSHIP MEETING**

**Sandusky Yacht Club**  
**Wednesday, August 31st, 2022**  
**Sandusky Yacht Club**  
**529 E. Water Street, Sandusky, OH**

**Lunch begins at 11:45 AM**

**\$20.00 per person**  
**Buffet Lunch, includes beverage & Desert**  
**Cash Bar Available**

**Meeting will begin at 12:15 PM**

**Please have reservations in by August 19, 2022**

**Speaker to be announced**

**Want to run for a Directors Seat??**  
**We will accept nominations from the floor**  
**for open Director seats, Term begins January 1, 2023**

---

**Registration Form**  
**General Membership Meeting**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Office: \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_

Method of Payment: \_\_\_\_\_ Check # \_\_\_\_\_ | \_\_\_\_\_ Bill Me (Must be paid by 8/31/22)

**Firelands Association of REALTORS®**  
**2710 Campbell Street ~ Sandusky, OH 44870**  
**(419) 625-5787 ~ FAX (419) 625-3442**

**Email to [Leslie@FAOR.com](mailto:Leslie@FAOR.com) or Register in Your Member Portal!**

## NRDS Is NOW Members First (M1) Number

### What is a M1 Number?

REALTORS® M1, or Members First, is a powerful member information engagement platform, intended to be the single source of truth for clean, accurate, and actionable member data. The goal of REALTORS® M1 is to improve the user experience, meet association needs for member data management, and ultimately elevate member productivity.

The first of many modernization efforts, REALTORS® M1 is supported by NAR Leadership, and led by Senior Vice President John Pierpoint, and Vice President of

Information Technology, Faisal Ghauri. The project team collaborated with Association Executives, Association Staff, MLSS, AMSS, NAR Staff and many others to build a nimble and flexible system for 2022 and beyond.

Until 2021 this system was called NRDS (National Realtor Data System), and is your member number with NAR and Ohio REALTORS.

When logging into NAR or Ohio REALTORS you will need this number as this is your unique member number that will stay

with you, much like your license number.

*Log in to National Association of REALTORS (NAR.REALTOR) and Ohio REALTORS (OhioRealtors.org) for your Member perks, and great information to help your business grow!*



## Coaching Corner: You do You!

July 22, 2022



*By Marilou Butcher Roth, Master Coach*

Have you ever been in a situation where you find yourself comparing yourself to someone else? Come on, you can admit it! Perhaps it was about their physical appearance, or about their sports prowess? Someone being or doing something that prompted a bit of jealousy perhaps?

Here's the thing – we can admire certain qualities in others, and when we bring in thoughts of envy, it only hurts us.

Today, I am keeping things short and sweet! This post is an invitation for you to find and appreciate YOU! No one, and I mean no one can be a better version of you. Each of us are beautifully unique, filled with individual qualities to bring forth

into the world.

So start small if need be – even if it seems silly. What do you find desirable about yourself? What qualities make you who you are? Identifying these qualities and learning to bring appreciation to each of them will take you to places you can't even imagine. Open to this process, find those qualities!

Today, identify at least three qualities about you that you can appreciate. Then tomorrow do it again – and so on! And remember that no one does you better than YOU!!

*This content is copyright 2022 Ohio REALTORS. Read more at: <https://www.ohiorealtors.org/blog/1669/coaching-corner-you-do-you/>*



Marilou Butcher Roth is the owner of The MBR Group, a coaching and training company working primarily with REALTORS who have a desire to work and live from a more inspired place. She is also the Broker/Owner of Group REALTORS in Cincinnati. Marilou is a member of the Ohio REALTORS Board of Directors and past chairman of the organization's Communications Committee. Feel free to contact Marilou to see if coaching is right for you.



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UHM

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## Affiliate Advertising Space Available

**Full page ad \$100 for 2 months!**

*Advertise here.*

*Includes logo and contact information,  
or if you have your own  
camera ready ad  
to fit this size (8.78 H X 5.54 W)*

*Additional features:  
Link to business website– \$ 15*

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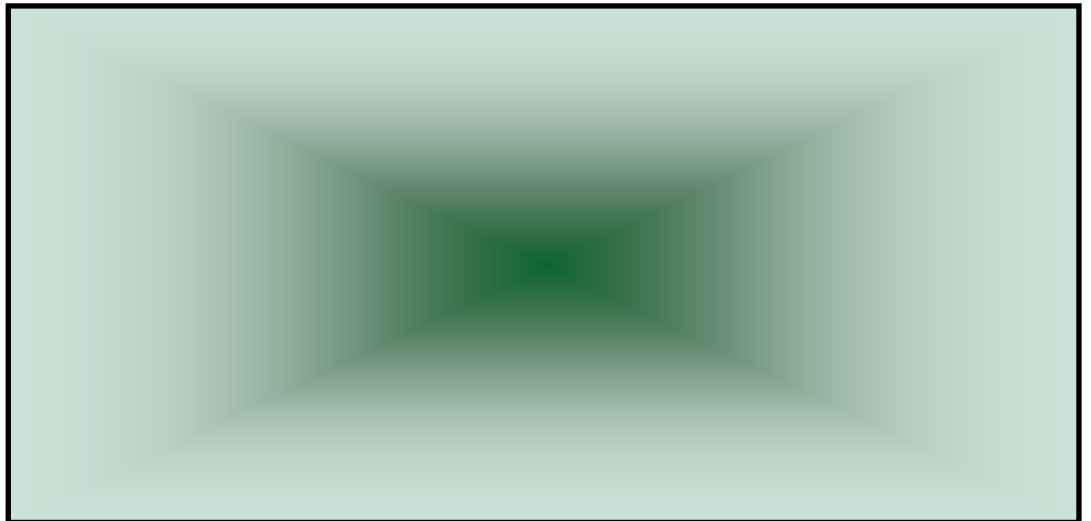


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419.625.7353

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Amherst, OH 44001  
440.988.4461

127 W. Perry St.  
Port Clinton, OH 43452  
419.732.3624

422 E. McPherson Hwy.  
Clyde, OH 43410  
419.547.0506

[dan@yanakgroup.com](mailto:dan@yanakgroup.com)  
Fax 419.625.6501

## Affiliate Advertising Space Available



Advertise Here!

*1/3 page ad \$50.00*

*for 2 months. Includes logo and contact information. Or if you have your own camera ready ad to fit this size. (2.86 H X 5.54 W)*

*Link to business website \$15.00*

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## Affiliate Advertising Space Available

Advertise here.

*\$75 for 1/2 page*

*For 2 months. Includes logo and contact information, or if you have your own camera ready ad to fit this size (4.46 H X 5.54 W)*

*Additional features:*

*Link to business website– \$ 15*



## 2022 AFFILIATE MEMBERS

\*\*\* Gold Member

\*\*Silver Member

**County Auditors:**

Erie County Auditor – Richard Jeffrey  
(419) 627-7746

**Disaster Clean up/Mold/Odor Mitigation/:**

Erie Environmental – Jacob Cramer  
(419) 734-3045 Port Clinton

Restore Pro, Inc. – Jon Fields/Rusty Zeller  
(419) 624-0198 Sandusky

**Home Inspections:**

A. Wright Inspections, Inc. – Andrew Wright  
(419) 460 – 2123 Fremont

Catawba Island Home Inspection – Roger Frommer  
(419) 722-8086 Port Clinton

Erie Inspection Service – Todd & Julie Radloff  
(419) 484-4354 Bellevue

Inspection Tech. – Thomas Dunlap / Aaron Westerberg  
(419) 504-9417 Sandusky

**Home Warranty:**

\*\*First American Home Warranty – Dawn McNulty  
(419) 494-2054 Toledo, OH

**Insurance Companies:**

\*\*\*Goosehead Insurance – Steve Pitzer  
(419) 987-4299 Sandusky

Yanak Insurance – Dan Yanak  
(419) 625-7353

**Lenders:**

AG Credit, ACA – Craig Coughlin  
(419) 663-4020 Norwalk, OH

American Eagle Mortgage Co. – Jason Sas  
(419) 616-5300 Huron, OH

American Eagle Mortgage Co. – Samantha Ramos  
(419) 706-0011 Norwalk, OH

**Lenders Continued:**

Civista Bank (Sandusky) – Tim Ott  
(419) 625-4121

\*\*Croghan Colonial Bank – Teresa Joseph  
(419) 355-2258 Fremont

Cummings Mortgage – Dan, JoAnn and Tony Cummings  
(419) 625-1894 Sandusky

Fairway Independent Mortgage – Mike Zele  
(866) 923-5213 Stow, OH

Firelands Federal Credit Union – Angela Grimmer  
(419) 483-4180 Bellevue

Firelands Federal Credit Union – Barb Flaczynski  
(567) 743-9307 Norwalk

First Federal Bank of Ohio – Kim Kincer  
(419) 626-8900 Sandusky

First Federal Bank of Ohio – Betty Hoffman  
(419) 443-8300 Tiffin

\*\*\*First Federal Savings of Lorain – Cathy Schaefer  
(419) 626-5576 Sandusky

First Federal Lakewood - Don Starbuck  
(419) 874-3093 Perrysburg, OH

First National Bank – Dean Miller  
(419) 483-7340 Bellevue

Genoa Bank – Lori Magrum  
(419) 734-3994 Port Clinton

Marblehead Bank – Kyle Krupp  
(419) 798-4471 Marblehead, OH

Motto Mortgage – Erica Ward  
(419) 357-1575 Sandusky

Support your Affiliates!

Support your Affiliates!

## 2022 AFFILIATE MEMBERS

### Lenders Continued:

North Coast Business Lending – Joshua Kurtz  
(419) 465-2091 Monroeville, OH

\*\*Rural 1<sup>st</sup> – Michael Goins  
(440) 775-4028 Oberlin, OH

U. S. Bank – Cheryl DeVore  
(419) 732-0075 Port Clinton

\*\*Union Home Mortgage Corp – Todd Lillo  
(419) 668-9922 Norwalk

Union Home Mortgage Corp. – Brian Smith  
(419) 625-2600 Sandusky

Union Home Mortgage Corp. – Rex Grasz  
(567) 998-4276 Upper Sandusky

Vacationland Federal Credit Union – Jami Risner  
(419) 625-9025 Sandusky

Wells Fargo Home Mortgage – Scott Kuhn  
(610) 639-1566 Plymouth Meeting, PA

Your Home Financial - Rachel Clawson  
(440) 552-3149

### Misc. Services:

\*\*\*Hondros College – Korie Sanders  
(888) 466-3767 (Education/CE)

Home Builders Assoc. of Erie Co. – Deanna Allensworth  
(419) 625-7661

### Moving Services:

Two Men and A Truck – JoAnna Gallagher  
(419) 882-1002 Sandusky

### Notary Public Services:

LaGrow Notary – Andrea LaGrow  
(419) 871-8115 Sandusky

### Painting Services:

Hutchinson Painting – Melissa Barre  
(419) 566-6964 Port Clinton

### Title Companies:

Ally Title Agency – Richard Blair/Carrie Jo Wahl  
(419) 299-8486 Norwalk

Assured Title – Mark Bunting  
(419) 447-7126 Tiffin

Chicago Title Agency – Audrey Gaston  
(419) 668-1446 Norwalk

\*\*\*Fidelity National Title – Chris Palmer  
(419) 626-4475 Sandusky

\*\*\*First American Title – Mary Boldman  
(800) 332-6446 Fremont

\*\*\*First American Title – Mary Boldman  
(800) 343-6446 Norwalk

\*\*\*First American Title – Mary Boldman  
(800) 327-6446 Sandusky

\*\*\*Hartung Title Agency, Inc. – Sally Crow  
(419) 625-5700 Sandusky

Hartung Title Agency, Inc. – Judy Twarek-Bickley  
(419) 734-4928 Port Clinton

Mutual Title Agency, Inc. – Beth Dzurilla  
(330) 348-4133 Strongsville, OH

Newman Title Agency, Inc. – Kelly Babb  
(567) 283-5333 Sandusky, OH

\*\*Park Avenue Title Agency, Inc. – Thomas Bowlus  
(419) 332-8260 Fremont

Southern Title of Ohio, Inc. – Sam Schmenk  
(419) 621-5550 Sandusky

Tri-Coast Title Agency – Scot Corbin  
(419) 734-6502 Port Clinton



## Unlicensed Assistant Application

Do you have an Unlicensed Assistant? Are they using your username and password for working in the MLS? This is a big no, no!

As we are finding in these times there are more Teams with Unlicensed Assistants and Unlicensed Personal Assistants, and as you may be aware that password/username sharing is prohibited and can incur a \$1000.00 Fine.

We have come up with a solution to help with the need for the Unlicensed Assistants. We now have an application and process for these member types. There is a nominal set-up fee of \$25 and a Fee of \$100 per half year that is billed to the Agent/Team Leader.

This does not affect the Main Office Assistant accounts that are FREE or the existing Unlicensed Office Assistants.

This form is also used for NEW Office Assistants. Each Office is allowed ONE Free Unlicensed Assistant (you can have more than one, but only one will be FREE).

You can find the applications on [FAOR.com / Members / Applications / Firelands MLS Only Applications / Unlicensed Assistant Application](http://FAOR.com / Members / Applications / Firelands MLS Only Applications / Unlicensed Assistant Application)

If you have any questions, please feel free to reach out!

MLS Membership News!



2710 Campbell St.  
Sandusky, OH 44870  
(419) 625-5787

### Unlicensed Assistant Application (UA)/ Office Assistant

Individuals that will not be added as a UA/Office Assistant: Out of state or Ohio licensed agents/appraisers, agents licensed with a referral or holding company, licensees showing suspended.

Adding: New UA \_\_\_\_\_ (Teams or Personal Assistants) Office Assistant: New \_\_\_\_\_ (For Main Office only)

UA's Name \_\_\_\_\_ UA's MLS ID: \_\_\_\_\_  
(Print Name) (Leave Blank if New UA/Existing UA ADDED)

UA's Email Address \_\_\_\_\_ UA's Phone # \_\_\_\_\_

Is UA currently employed by a builder, Mortgage Co., Title Co., or any other real estate related business? Yes \_\_\_\_\_ NO \_\_\_\_\_

If so, company name: \_\_\_\_\_

Has this UA ever been licensed as a Broker, Agent, or an Appraiser (any State)? Yes \_\_\_\_\_ License #: \_\_\_\_\_ No \_\_\_\_\_

Is this UA replacing another UA/Office Assistant? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, Name and MLS ID being replaced: \_\_\_\_\_

Agent's Name \_\_\_\_\_ Agent's MLS ID \_\_\_\_\_  
(Print Name) - This is the Person or Team Leader the UA will be assigned to (Optional)

Agent's Email Address \_\_\_\_\_ Phone # \_\_\_\_\_

Company Name \_\_\_\_\_ Location \_\_\_\_\_

Broker's Name \_\_\_\_\_  
(Print Name) - This is the Primary Broker/Participant of record with Firelands MLS

I, \_\_\_\_\_ (MLS Participant/Broker,) give permission to the above Agent to add the above UA as his/her own "unlicensed" assistant. The agent and I both understand that the UA will be assigned his/her own unique ID and password, and that the Agent will be billed \$25 Set up Fee and \$100 Bi-Annually (prorated based on the time of joining) for this UA.

Additionally, I understand that the agent is responsible for notifying FAOR when their UA leaves, however the MLS Participant/Broker retains ultimate responsibility to Firelands Association of REALTORS regarding removal of UAs and fees associated with UAs.

Furthermore, I understand that access to information from Firelands MLS is a privilege with limited rights. Firelands MLS computer passwords are confidential. Violation of these limited rights will result in disciplinary action and a \$1,000 fine (first offense) against the Firelands MLS Participant/Broker, which cannot be waived.

MLS Participant/Broker's Signature \_\_\_\_\_ Date \_\_\_\_\_  
This is the Primary Broker/Participant of record with Firelands MLS

Agent's Signature \_\_\_\_\_ Date \_\_\_\_\_

UA's Signature \_\_\_\_\_ Date \_\_\_\_\_

Fill out Confidentiality/Non-Disclosure Agreement on Page 2.

Staff Use:  
Date Entered: \_\_\_\_\_ MLS# \_\_\_\_\_ MLS ID \_\_\_\_\_ OA1 \_\_\_\_\_ OA \_\_\_\_\_ Billed Agent \_\_\_\_\_

To better serve our Members we have adopted a Membership Change form to be used whenever you have personal information to update that is not available to update on your Member Portal, and for Brokers to use for Agent Transfers (if transferring listings please include the MLS Listing Transfer form – **NEW**).


You can find both forms on Connect Dashboard in the Firelands Documents Module / Administrative Forms or on FAOR.com / Members / Forms / Administrative Forms.

Email the filled out Membership Change Forms to [Leslie@faor.com](mailto:Leslie@faor.com)

Multiple Listing Service  
**MLS**

## Helpful Hints

## NEW FORMS: Membership Change Form



### Membership Change Form

Complete Relevant Sections and Email to [Leslie@faor.com](mailto:Leslie@faor.com)

**PERSONAL INFORMATION CHANGE**

\_\_\_ Name  
\_\_\_ Address  
\_\_\_ Email Address  
\_\_\_ Phone/Fax Number  
\_\_\_ Website

**TRANSFER OFFICE/COMPANY**

\_\_\_ Moved to a New Company  
\_\_\_ Moved to a New Office

**LISTING TRANSFER**

\_\_\_ Listing Transfer

**SEVER**

\_\_\_ Membership  
\_\_\_ License/Licensee

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**PERSONAL INFORMATION**

NAME: \_\_\_\_\_ M1/NRDS# \_\_\_\_\_ License# \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL \_\_\_\_\_ HOME \_\_\_\_\_ OFFICE \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

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**OFFICE OR COMPANY TRANSFER**

PLEASE NOTE: BROKES MUST REPORT TRANSFERS/SEVERS WITHIN 24 HOURS OF NOTICE (\$50 FINE). COPY OF WALK-IN RECEIPTS FROM ODRE WILL ALLOW FOR FASTER TRANSFERS. \$50 AGENT TRANSFER FEE APPLIES.

OLD OFFICE: \_\_\_\_\_ EXIT DATE: \_\_\_\_\_

NEW OFFICE: \_\_\_\_\_ TRANSFER DATE: \_\_\_\_\_

NEW OFFICE ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

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DO YOU HAVE ACTIVE LISTINGS? ☐ YES ☐ NO

(PLEASE NOTE: THE MLS LISTING TRANSFER FORM & Broker Authorization MUST BE COMPLETED AND SIGNED BY ALL PARTIES)

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SIGNATURE: \_\_\_\_\_ (REQUIRED) DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

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FOR OFFICE USE ONLY:

MLS: \_\_\_\_\_ M1 (NRDS): \_\_\_\_\_ WEBSITE: \_\_\_\_\_ DATE: \_\_\_\_\_ OFFICE M1: \_\_\_\_\_



### MLS Listing Transfer Form & Broker Authorization

Complete this form and Email with the Membership Change form to [Leslie@faor.com](mailto:Leslie@faor.com)

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To whom it may concern:

I (previous Broker) \_\_\_\_\_ of (Office Name) \_\_\_\_\_

Hereby authorize Firelands Association of REALTORS/Firelands MLS to transfer the following listing(s):

Enter the MLS#(S) Only:


For (Agent) \_\_\_\_\_, to their new

Broker (Office/Company Name) \_\_\_\_\_

---

Previous Broker Name (Printed) \_\_\_\_\_

Previous Broker Signature \_\_\_\_\_

New Broker (Printed) \_\_\_\_\_

New Broker Signature \_\_\_\_\_

New Office Phone: \_\_\_\_\_ New Office Fax: \_\_\_\_\_

New Broker Email: \_\_\_\_\_ Effective Date of Transfer: \_\_\_\_\_

---

For Office use only:

Transfer date: \_\_\_\_\_

**Owner Name** - Owners name is required to be disclosed on the listing. If owner has requested that their name not be on the listing please contact the MLS office when entering the listing

**Held Status** - If a listing cannot be shown for any reason, the listing must be in a **Held** status. "For Sale" Sign **cannot** be in yard.

**Multiple Areas** - If you want to put a listing in more than one area, there is a \$25 charge per area. For listings entered more than once: when sold...you only sell out one of the listings and cancel the others.

**Monthly Broker Open - FREE first Tuesday** of each month. This is for open houses held on the first Tuesday - Please send information regarding the listing & time by the Friday before. Brokers Opens for any other time will cost \$21.50 per ad.

**ShowingTime** - For assistance please call 1.800.379.0057 or email [support@showingtime.com](mailto:support@showingtime.com)

**Primary Photo** - In order to maintain consistency in the Service, primary photo as established is the front view of the property. Any photo set as the primary photo for the property that is not the front view of the

property will be removed. In the event of a home having two front views (i.e. water front home) the listing agent may choose which of the two views to use as primary. If the alternate view is used as the primary, the photo of the front view of the property must be set in the second position. (Amended 2/18)

**Kick Out Clause on Listing** -

These listings must be in a "Contingent" status.... Not Active

If you have any questions, please feel free to contact the MLS office at 419.625.3802

# Mark Your Calendar!

Your Affiliate Committee Presents:

## Truck-in for Lunch Trade Show

September 14th 11am—2pm

Shaffoe Shelter next to Board Office

Join us for **FREE** lunch and visit Affiliate Booths  
for a chance to win!

**Grand Prize** winner receives a **Year Subscription** to  
AmazingClubs.com "Of the Month Club"

**2nd place** winner will receive a "Seasonal - of the Month" Club

**Three Choices to choose from!**

Beer of the Month, Wine of the Month or Coffee of the  
Month....who wouldn't like that?

If you plan on attending, please RSVP to [Leslie@faor.com](mailto:Leslie@faor.com)  
so we have an idea of how many to plan for, THANK YOU!



Look for updates on  
what Food Truck will be  
here this year!

## Welcome New Members!

### REALTORS®:

Steven Johnson	Wendt Key Team Realty—Fremont, OH
Katherine Koch	Russell Real Estate Services—Sandusky, OH
Dottie Dupuy	Howard Hanna—Port Clinton, OH
John Barr	Polter Real Estate—Port Clinton, OH
William Joseph	RE/MAX Quality Realty—Norwalk, OH
Wesley Newmyer	Century 21 Danhoff-Donnamiller—Willard, OH
Jennelle Walk	Key Realty—Maumee, OH

### New MLS Office:

Tina Camiola	Realuxe Ohio—Hinckley, OH
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### New MLS Only:

Heidi Nuhfer	Key Realty—Findlay, OH
Richard Benjamin	Movoto, Inc.—Delaware, OH
Heidi Koch	Realuxe Ohio—Hinckley, OH
Danielle Holt	Sluss Realty—Mansfield, OH
Robin Lehmann	Key Realty—Maumee, OH
David Kukucka	Century 21 DeAnna Realty—Elyria, OH



**Members who  
have joined  
between  
6/8/22—7/8/22**

## FREE Benefit for our Board Members!



### SAFER SHOWINGS SMARTER ENGAGEMENTS

FREE Benefit Available for All FAOR Members!



**Know your prospect... in seconds**

-  **Reverse incoming call to verify prospect**  
(name, phone, and address)
-  **Instantly search for criminal history**
-  **Verify financial risks**  
(bankruptcies, liens, judgments)
-  **Verify current assets**  
(properties and vehicles)

Agents can properly plan for showings with a higher level of confidence.



To activate your free FOREWARN account, visit [app.forewarn.com/setuppassword](https://app.forewarn.com/setuppassword)  
For personal assistance, FOREWARN support is available at 561-757-4551 or [support@forewarn.com](mailto:support@forewarn.com)



**If you would like us to resend the invite to you, please contact the Board Office or email [Leslie@faor.com](mailto:Leslie@faor.com)**



The REALTOR® Insight is the official publication of the Firelands Association of REALTORS®, 2710 Campbell Street, Sandusky, OH 44870.

The Firelands Association serves five counties: Erie, Huron, Ottawa, Sandusky and Seneca.

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#### OBJECTIVE

FAR's REALTOR® Insight is published by and for the education information and benefit of its members and devoted to news of the real estate industry and other related and allied interest.

Advertisements of general interest are accepted, but in no way should be construed as an endorsement by the Firelands Association of REALTORS®. FAR makes every effort to ensure the accuracy of the information published but assumes no responsibility for damages due to errors or omissions.

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Leslie@faor.com

We are required to maintain an active email address for each FAR member who uses our MLS system. This email address is updated in the National REALTOR database (NRDS) and also for our email blasts with important information that goes out periodically.

If you have changed your email address, have not received email from us in some time or just want to double check it, please contact the Board Office at 419-625-5787 or email your current e-mail address to Leslie@faor.com



**Newsletters are now being emailed and available on FAOR.com/Member side. If you are not receiving the newsletter please contact Leslie@FAOR.com**

**Thank You!**