

2020 MTAR Dues  
Payment Plan Agreement

This document represents a legal and binding agreement between the Middle Tennessee Association of REALTORS® (MTAR) and the member who has signed below. This agreement is available only to existing MTAR members as of October 1st, 2019.

The agreement provides the member with a specific payment structure for the fulfillment of 2020 membership dues. In addition, the member may incorporate 2020 voluntary RPAC, and 2019-20 SentiLock Service (service from September 01, 2019 thru August 31, 2020) in the payment plan. All agreements must be initiated **no later than August 2nd, 2019 if SentiLock is to be included**. Payment plans that exclude SentiLock Service may be initiated thru October 25th, 2019.

Once in place (the first payment has been successfully run by the MTAR staff), MTAR may not alter or cancel the agreement. Although the MTAR Board of Directors retains the right to increase local dues, once the plan has been initiated, the amount may not be altered by MTAR to increase local dues, and any additional amounts will not be due by the member to MTAR. However, if NAR and/or TAR increase dues or fees, that amount will be added to the total due if it exceeds the non-refundable processing fee included in the payment plan. The member may terminate the agreement as outlined below. This agreement will remain in force until the terms of the payment are complete, or the member terminates the agreement. The plan may be paid in full at any time prior to January 15, 2020 if the member provides written instructions (email) to MTAR's Administrative Assistant.

The member understands that there is a \$20.00 non-refundable processing fee applied at the set-up of the payment plan, as outlined below.

Payment Processing

The Administrative Assistant will process monthly the amount determined by the member on the "MTAR 2020 Payment Plan Processing Form". Payment for the "total amount due" on this form must be completed by January 15, 2020. The payment plan is structured so that the funds are applied as follows until complete: 1) the processing fee; 2) 2019-20 SentiLock Service (if applicable); 3) 2020 Renewing Membership Dues; 4) 2020 Voluntary RPAC (if applicable).

Termination of the payment plan and Refunds

The member may terminate the plan at any time in writing prior to 3 pm CST, December 1st, 2019; however, the plan is not considered terminated until MTAR's Administrative Assistant acknowledges receipt of the termination from the member. Refunds, if applicable, will be processed **on December 30<sup>th</sup>, 2019 regardless of the date the member terminates the plan**. The processing fee is non-refundable; any payments applied to the SentiLock Service is refundable provided cancellation of the agreement is made prior to September 1, 2019. ALL Funds received by MTAR prior to December 30<sup>th</sup>, 2019 that have not been terminated become the property of MTAR. Once the payment plan is complete, payments are not transferrable to another local association except for NAR and TAR dues.

Payment Plan Authorization

By signing and completing the "2020 Payment Processing Form", you voluntarily enter in to the terms of this agreement; that MTAR's Administrative Assistant has thoroughly explained the terms of this agreement; and that you authorize MTAR to process the monthly payment as instructed.

If you have any questions, you should contact MTAR's Administrative Assistant, Wayman Price, before completing the "2020 Payment Processing Form".