



Release of Member Data Policy

Revised September 24, 2015

The Release of Member Data Policy is approved by the Board of Directors and covers the release and sale of membership information in written and electronic form to Members, MLS-only Participants/Subscribers and Non-Members, including mailing addresses, e-mail addresses, phone numbers, and fax numbers.

Information for Sale

Membership Rosters

- Include the member's name, office name, office address and office phone number.
- May be sold to Members and MLS-only Participants/Subscribers.
- May not be sold or given to non-members, except in the following circumstances: (1) May be given to MLS-only Participants/Subscribers; (2) May be given as a PDF to Affiliate members who attend a meeting of the Affiliate Council; (2) Members' home addresses are provided to the *Hamilton County Herald* and *Edge Magazine* solely for the purpose of mailing copies of those publications.
- Price is \$10 per Office Roster and \$15 per All Membership Roster.
- Members may not opt out of being included in the printed *Membership Roster*.

Mailing Labels

- Include the member's name, office name, office address and office phone number.
- Price is based on the following structure:

<u>Category</u>	<u>Member Rate</u>	<u>Non-Member Rate</u>
Offices	\$50/\$10 each additional set at time of request	n/a
All Membership	\$150/\$20 each additional set at time of request	n/a

Release of Information via E-mail or Telephone to a Member or MLS-only Participant/Subscriber:

- Office Mailing Address
- E-mail Address
- Office Phone Numbers
- Office Fax number
- *NOTE: MLS Participants and Subscribers may search within the MLS for the contact information of other Participants and Subscriber including e-mail addresses.*

Release of Information via E-mail or Telephone to a Non-Member

- Office Mailing Address
- Office Phone Numbers
- Office Fax number
- *NOTE: The "Find a REALTOR" feature on www.gcar.net and its related sites will not display e-mail addresses, unless an individual MLS Participant/Subscriber has enabled that functionality within his/her MLS settings.*