



Immobil Agreements FAQ's

How do I sign up for NTREIS Translator?

A: Print the Addendum to Access Immobil Agreement found at www.ntreis.net, Technical Support, NTREIS Translator, "Addendum to Access Immobil Agreement".

- Take this document to your broker and have the broker sign the final page giving permission to the agent. Please print and sign the name of both the agent and broker.
- Fax the agreement to NTREIS office at 866-924-3979 or 214-800-8425.

Why does this system require an Office Brokers signature?

A: As with any IDX solution, NTREIS requires a Brokers signature to authorize the use of MLS data on a publicly-accessible website. The document they are signing is an addendum to the original "Access Agreement" the broker signed when they joined the MLS through their MLS provider association.

I am a Broker and I would like to have my entire office set up with access to the NTREIS Translator (Immobil) system. I don't want to fill out individual forms. What do I need to do?

A: This may be accomplished by signing a "Blanket" agreement for the office. The Office Broker is the only individual with the authority to sign a blanket agreement for all their REALTOR® members.

The Addendum to Access Agreement can be found by going to www.ntreis.net website and printing out the agreement found under Technical Support→NTREIS Translator→ "Addendum to Access Immobil Agreement."

Complete all provided blanks on pages 1 and 3 of the Addendum, and write in **"All Agents"** in the open space beneath the brokerage name.