



**RECIPROCAL AGENT FORM  
BROKERS CARAVAN ONLY**

First Name:	Last Name:		
BRE License#:	Exp. Date:		
Firm Name:			
Firm Street Address:		Suite:	
City:		State:	Zip:
Office Phone:		Mobile Phone:	
E-mail Address:			
Primary MLS Name:			
Primary Board Name:			

**Instructions:**

1. Complete and submit the Reciprocal Agent Form to [membership@themls.com](mailto:membership@themls.com) or print and fax to (310) 579-8459.
2. Membership will create a Reciprocal Agent Account and will email your Login credentials.
3. Visit [www.themls.com](http://www.themls.com) , enter your User Login & Password & click on the Login button.
4. Agree to the terms and conditions.
5. You will then have access to Purchase, Create & Place your ad in the Brokers Caravan.
6. Your listing must be entered in your MLS. Unlisted properties are subject to be removed from the Brokers Caravan and will not be printed. **There are no Refunds.**

**Benefits:**

- Member pricing for all ads.
- Access to Money Saving Packages (*Realtor Members Only*)
- Deadlines are now Wed. @5pm for Full Page Color Ads & Thur. @5pm for Showcase Ads & Full Page Black & White Ads.
- Helpdesk support to assist you with placing your ads. **Call (310) 358-1833.**