

# MEMBER DUES INSTRUCTIONS

## Tips to help you get started:

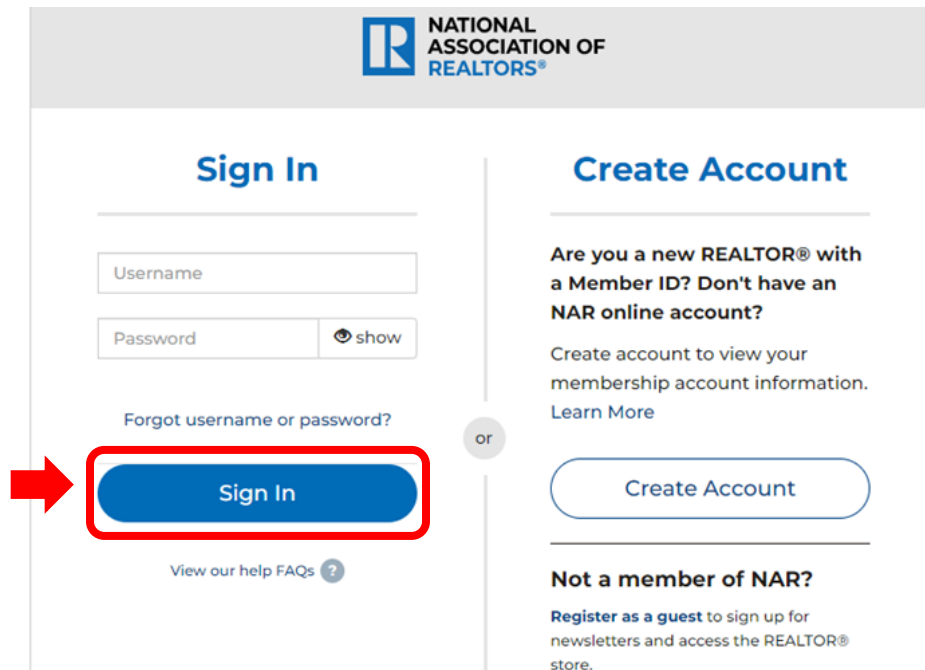
- Change your browser. Google Chrome works best.
- Restart your computer.
- Make sure you have an account or create one on the NAR portal.
- Use the Forgot Username/Forgot Password links to get signed in.
- Call NAR if you have problems – 800-847-6500

## INSTRUCTIONS

1. Go to [www.nar.realtor](http://www.nar.realtor)
2. Select PAY DUES on the TOP right hand corner of your screen



3. SIGN IN to your NAR Account.
  - If you have not created your account, please do so using your Member ID (NRDS ID).
  - If you have issues logging in, please contact NAR at 800-874-6500 for help as FMR does not have NAR account access.

A screenshot of the NAR website's sign-in and account creation page. The page has a light gray header with the NAR logo. Below the header, there are two main sections: 'Sign In' and 'Create Account'. The 'Sign In' section has a 'Username' field, a 'Password' field with a 'show' button, and a link for 'Forgot username or password?'. Below these fields is a blue 'Sign In' button, which is highlighted with a red box and a red arrow points to it. Below the button is a link for 'View our help FAQs'. The 'Create Account' section has a heading 'Create Account' and a question 'Are you a new REALTOR® with a Member ID? Don't have an NAR online account?'. Below this is a paragraph of text and a 'Learn More' link. At the bottom of this section is a 'Create Account' button. Below the 'Create Account' section is a heading 'Not a member of NAR?' and a paragraph of text.

4. Select association invoice you would like to view by selecting INVOICING.
- o If you have any secondary memberships that invoice through the portal, they will show in a separate invoice (most members will only have one invoice option). Be sure to pay for all secondary memberships you would like to keep.

**Welcome, Maureen Bartelt**

The screenshot displays a user interface with a dark blue header containing the text "Welcome, Maureen Bartelt". Below the header are three association cards. The first card, on the left, is for the "FARGO MOORHEAD Area Association of REALTORS®" with ID "5825" and "FARGO MOORHEAD AREA ASSOCIATION OF REALTORS® INC". It features a light blue "← E-MALL" button and a blue "INVOICING" button with a document icon, which is highlighted by a red rectangular box and a red arrow pointing to it from the left. The second card, on the right, is for "NDAR North Dakota Association of REALTORS®" with ID "866" and "NORTH DAKOTA ASSOCIATION OF REALTORS®". It features a light blue "← E-MALL" button. The third card, centered below the first two, is for "Minnesota Realtors®" with ID "844" and "MINNESOTA ASSOCIATION OF REALTORS®". It features a blue "INVOICING" button with a document icon.

5. Review your invoice. Some fees are optional.
- o You can select to PAY NOW or PAY LATER.
  - o Select APPLY.
  - o Then select INVOICE OVERVIEW.

My Invoice ↑


Bill to: Maureen Bartelt  
1815 38th St S  
 Fargo, ND 58103

BILLING NAME	DUE DATE	OUTSTANDING BALANCE	CURRENT PAYMENT	LATE FEE	TOTAL PAYMENT	OPTION TO PAY
Fargo-Moorhead Area Association of REALTORS Local Dues	12/01/2023	\$300.00	\$ 300.00	\$0.00	\$300.00	Annual
Issues* Optional		\$50.00	\$ 50.00	\$0.00	\$50.00	Annual
NAR Consumer Advertising Campaign Assessment		\$45.00	\$ 45.00	\$0.00	\$45.00	Annual
NDAR Dues		\$300.00	\$ 300.00	\$0.00	\$300.00	Annual
National Association of REALTORS Annual Fee		\$156.00	\$ 156.00	\$0.00	\$156.00	Annual
REALTOR Relief Foundation* Optional		\$20.00	\$ 20.00	\$0.00	\$20.00	Annual
RPAC* Optional		\$50.00	\$ 50.00	\$0.00	\$50.00	Annual
<b>Total:</b>					\$921.00	
Total Discount:					\$0.00	

[Reset](#) [✓ Apply](#)

[INVOICE OVERVIEW](#)

- 6. Select PAY INVOICE.
  - o Want an invoice for your records? Make sure that you print it from this page before you pay.

[↓ DOWNLOAD](#)   [PRINT](#)   [PAY INVOICE](#) 

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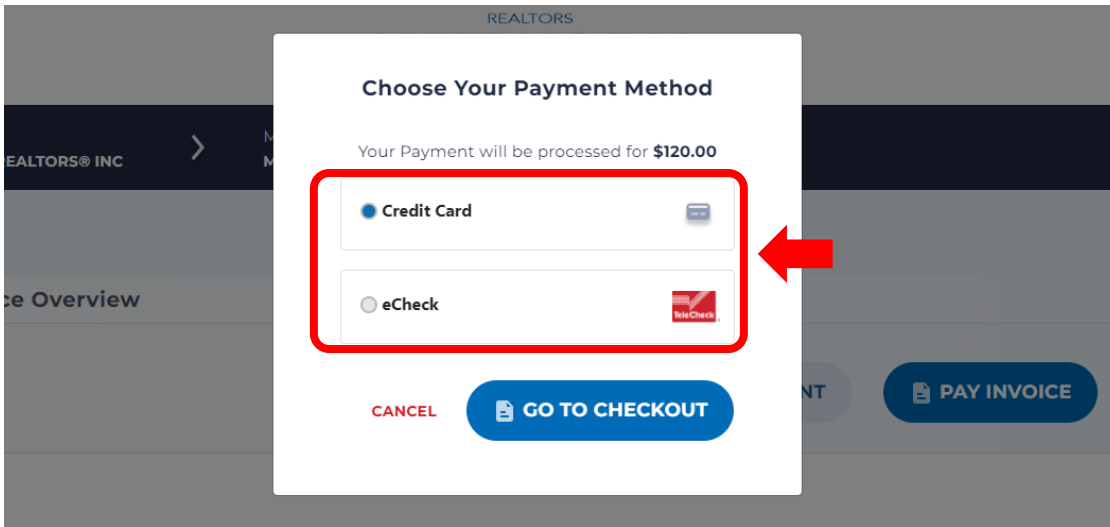
**2024 Invoice** 10/19/2023, 2:38:01 PM Central Time

**Bill to:**  
Maureen Bartelt  
1815 38th St S  
Fargo, ND 58103

**For questions about this invoice, contact:**  
FARGO MOORHEAD AREA ASSOCIATION OF REALTORS® INC  
1535 42 St S, Ste 300  
Fargo, ND 58103  
(701) 235-6679  
fmaar@fmrealtor.com

BILLING NAME	DUE DATE	AMOUNT	LATE FEE	TOTAL
Fargo-Moorhead Area Association of REALTORS Local Dues	12/01/2023	\$300.00	\$0.00	\$300.00
Issues*		\$50.00	\$0.00	\$50.00
NAR Consumer Advertising Campaign Assessment		\$45.00	\$0.00	\$45.00
NDAR Dues		\$300.00	\$0.00	\$300.00
National Association of REALTORS Annual Fee		\$156.00	\$0.00	\$156.00
REALTOR Relief Foundation*		\$20.00	\$0.00	\$20.00
RPAC*		\$50.00	\$0.00	\$50.00
<b>Total:</b>				\$921.00
<b>Total Discount:</b>				\$0.00

7. Choose Credit card or eCheck then select GO TO CHECKOUT.



8. Select check box to proceed with payment

- o Enter your payment information.
- o Then select PAY MY INVOICE.

Your Payment will be processed for **\$921.00**

Payments for dues and other fees shown on your member invoice billings are non-refundable.



To proceed with payment, this box must be checked to confirm understanding of this policy.

ACCOUNT NAME ★ (AS IT APPEARS ON YOUR CREDIT CARD)

Maureen Bartelt

ACCEPTED CREDIT CARDS



SELECT ACCOUNT TYPE ★

Personal



Corporate



CARD NUMBER ★

Enter Card Number

EXPIRATION DATE ★

Month, Year

BILLING ADDRESS LINE 1 ★

1815 38th St S

BILLING ADDRESS LINE 2 - OPTIONAL

Address Line 2

CITY ★

Fargo

STATE ★

North Dakota

ZIP CODE ★

58103



★ REQUIRED FIELD

CANCEL

PAY MY INVOICE

