



The Greater Bridgeport Board of REALTORS®

# Member Information

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*Helpful Information for our Members*

Welcome to The Greater Bridgeport Board of REALTORS, a professional association for licensed real estate experts

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# YOUR REALTOR® MEMBERSHIP

When you join a local board, you are automatically also a member of the National Association of REALTORS® (NAR) and the Connecticut Association of REALTORS® (CTR). Below is the contact information for each of your associations:

LOCAL ASSOCIATION:       **The Greater Bridgeport Board of REALTORS® (GBBR)**  
843 White Plains Road  
Trumbull, CT 06611  
Phone: 203-880-5661  
<https://gbbrealtors.com/>  
Email: [Robert.marinaccio@thegbbr.com](mailto:Robert.marinaccio@thegbbr.com)

STATE ASSOCIATION:       **Connecticut Association of REALTORS® (CTR)**  
111 Founders Plaza, Suite 1600  
East Hartford, CT 06108  
Phone: 860-290-6601  
<https://www.ctrealtors.com/>  
Email: [info@ctrealtors.com](mailto:info@ctrealtors.com)

NATIONAL ASSOCIATION:   **National Association of REALTORS® (NAR)**  
430 N. Michigan Avenue  
Chicago, IL 60611-4087  
Phone: 800-874-6500  
<https://www.nar.realtor/>

As your local association we are your primary association for services and responsible for collecting the dues for all 3 associations (local, state and national). Membership Dues are payable every year and ***DUE IN JANUARY***. You will receive email invoices from The Greater Bridgeport Board of REALTORS® by November each year. (*Note: failure to pay your annual dues in a timely manner can result in losing your REALTOR status and all services including MLS service*)

Once you join as a REALTOR® member you are added into to the NAR database and assigned a Membership ID number which you will need to Register on the NAR website. (Your ID appears on your Invoice) You should register to get receive all of your benefits associated with being a REALTOR®. To Register go to <https://www.nar.realtor/> ***Once you register with NAR you can view your information, pay your dues online and review all the benefits they provide.***

## NAR REALTOR CODE OF ETHICS®

All REALTORS® are required to complete ethics training of not less than 2 hours, 30 minutes of instructional time every three (3) years. The training must meet specific learning objectives and criteria established by the National Association of REALTORS®. *(the New Member Orientation course fulfills this requirement only during the cycle it is completed in).*

Training may be completed through NAR's online courses or through another method, such as online or classroom courses. Any Code of Ethics (COE) Courses taken must be forwarded to your local association – send to: [Marie.Sampieri@thegbbr.com](mailto:Marie.Sampieri@thegbbr.com) *(any COE courses taken through the GBBR are automatically uploaded to NAR for their Members)*

**The Current Code of Ethics Cycle (Cycle 7) runs from January 1, 2022 to December 31, 2024**

*Failure to complete the required periodic ethics training shall be considered a violation of a membership duty and may result in the Termination and/or Suspension of Membership.*

## SMART MLS – SUPRA KEY SERVICE

Once you become an Active REALTOR® you can join the Smart MLS ([smartmls.com](http://smartmls.com)) that provides you with your MLS service as well as your Supra Key Service. They bill separately for their services twice a year in **April and October**. Contact them for more information:

**Smart MLS**

55 Old Gate Road

Milford, CT 06460

203-750-6000

<https://smartmls.com/contact/>

Membership Inquiries email: [membership@smartmls.com](mailto:membership@smartmls.com)

Technical Support email: [support@smartmls.com](mailto:support@smartmls.com)

## DCP – YOUR LICENSE PROVIDER

In order to become a REALTOR you first must obtain a Salesperson’s License from the Connecticut Department of Consumer Protection. Without an active license you cannot be a REALTOR® or have access to the MLS. **You must renew your license EVERY YEAR by the end of May for Salespersons and by the end of November for Brokers.**

The DCP also requires you to take **Continuing Education every two years**, always due on the ***Even Year Renewals***. The CE requirement is for 12 credit hours per two-year cycle which currently includes one Mandatory course and nine hours of real estate elective courses. *Continuing Education classes must be completed 90 days before your renewal date on the even years (before March 1<sup>st</sup> for Salespersons and before September 1<sup>st</sup> for Brokers)*

For license information contact the DCP:

**Connecticut Department of Consumer Protection (DCP)**

450 Columbus Boulevard, Suite 901

Hartford, CT 06103-1840

Phone: (860) 713-6000 Fax: (860) 706-1200

Licensing Dept Email: [dcp.licenseservices@ct.gov](mailto:dcp.licenseservices@ct.gov)

DCP Website Links:

License Home Page: <https://portal.ct.gov/DCP/Agency-Administration/Division-Home-Pages/Licenses>

License Info: <https://portal.ct.gov/DCP/Agency-Administration/Division-Home-Pages/Licenses>

Continuing Education info: <https://portal.ct.gov/DCP/Real-Estate/Real-Estate-Education-and-Exam-Information>

# GBBR CONTINUING EDUCATION RETES

The Greater Bridgeport Board of REALTORS offers Continuing Education (CEs) and Licensing Classes (P&P) under our school **Real Estate Training Educational Services (RETES)**. We have a variety of classes including Mandatory classes required by the DCP and a variety of Electives.

The mandatory completion date for **Continuing Education for Salespersons** is 3 months prior to your renewal on **every even year** or **before** March 1<sup>st</sup>. (No continuing education is due at the first renewal after being licensed). The CE deadline for Brokers is before Sept 1<sup>st</sup>.

All Licensing and Continuing Education Courses are available on our website and courses are updated regularly. Also look for our Education emails that keep you posted on all the courses we offer. For more information go to:

The Greater Bridgeport Board of REALTORS CE Course Page at:  
<https://gbbrealtors.com/index.php/continuing-ed-course-schedule/>

Email: [David.sell@thegbbr.com](mailto:David.sell@thegbbr.com)

Or Contact us at 203-880-5661 for more information or to register.