



## **The Greater Harrisburg Association of REALTORS®** **Membership List Policies**

- The Association will not sell members' home addresses and phone numbers to anyone for any reason.
- The Association will only sell membership lists that include members' email addresses to GHAR REALTOR® and affiliate members.
- Non-members may only purchase mailing lists (not e-mail lists) of the membership.
- Payment must be made in advance of receiving a list.
- All membership lists will be sent via email with the exception of the Roster format list.
- The price of membership lists are subject to change.
- Subscriptions are available to GHAR members only, for one 12-month period at a time, and will be sent via e-mail between the 10<sup>th</sup> and 15<sup>th</sup> day of each month.
- Any member who purchases an email list from the Association must insert an opt-out of future emails at the bottom of their email and abide by a member's request to be removed from future emails. Failure to abide by this may result in future requests being denied by the Association.
- Any member who purchases an email list from the Association must abide by the CAN SPAM law.
- Association members may ask to be removed from the mailing and email list at any time. However, it is noted that GHAR can only control the GHAR mailing and email lists, not PAR or NAR mailing and email lists.
- All requests for membership lists must be received on the form provided and include the purpose of the mailing or email list. All requests will be reviewed and approved by Association staff. If the Association staff is not sure whether the request should be approved and processed, staff will seek advice from the Association Chief Executive Officer.
- Anyone failing to abide by the Association membership list policies or using a member list for unauthorized uses may have future list requests refused.

Please contact Chris Deimler with any questions at **[chris@ghar.realtor](mailto:chris@ghar.realtor)**  
Greater Harrisburg Association of REALTORS®  
(717) 364-3200



The Greater Harrisburg Association of REALTORS®
Membership Request Form

Please review list policies on the back of this form prior to choosing a list below:

MEMBERS NON-MEMBERS SUBSCRIPTION

LISTS ARE E-MAILED IN AN EXCEL SPREADSHEET

Table with 4 columns: List Description, MEMBERS, NON-MEMBERS, SUBSCRIPTION. Includes rows for REALTORS (alpha with office address), REALTORS (alpha with Ofc. address, Ofc. phone, fax and e-mail), REALTOR List, and Specific Listings.

LIST IN A ROSTER FORMAT

Table with 4 columns: List Description, MEMBERS, NON-MEMBERS, SUBSCRIPTION. Includes row for REALTORS (alpha with office address, office phone, office fax).

LIST REQUEST FORM

Please return completed form to: chris@ghar.realtor

(All requests must be reviewed and approved by the Greater Harrisburg Association of REALTORS®.)

Form fields for Today's Date, Date Needed, Contact Name, Phone, Office/Company, E-mail Address, Purpose of List, Signature, and Date.

By signing and dating this form, you have acknowledged that you have read and agree to the Membership List Policies on the back of this form.

Payment:

Check Enclosed
Charge my Visa, Discover, Mastercard or American Express Card Number: Exp.

Are you a current member of GHAR? Yes No
Would you like more information about becoming a member of GHAR? Yes No

For Association Use Only:
Approved: Not Approved: Date: