



**Pacific Regional Multiple Listing Service**  
Account Creation for Paragon System Login

NOTE: MONTHLY CHARGES  
APPLY FOR EACH ACCOUNT  
SETUP. CONTACT YOUR  
ASSOCIATION REPRESENTATIVE  
FOR APPLICABLE FEE TOTALS

**PLEASE PRINT, THEN FAX OR EMAIL TO YOUR ASSOCIATION REPRESENTATIVE**

- NRDS#: \_\_\_\_\_ Date: \_\_\_\_\_
- First Name: \_\_\_\_\_
- Last Name: \_\_\_\_\_
- Office Name: \_\_\_\_\_
- Designated Broker/ MLS Subscriber Name: \_\_\_\_\_

\_\_\_\_\_ Assume Identity Y/N?

**Agent Being "Assumed" Must  
Authorize Here:**

Print: \_\_\_\_\_

Sign: \_\_\_\_\_

**If multiple agents are being  
assumed, please attach list  
with Designated Broker's  
signature.**

**Please select access level desired (check with Designated Broker) – Check the box:**

- ☐ 1 – Assume Identity only (Please have Agent that is granting access print/sign in box at right)
- ☐ 2 – Sold Information Only (Can only view Sold listing information. | Sold-accessing Affiliate members use this option)
- ☐ 3 – Default Viewable Access Only (can view Active, but cannot modify any listings. REALTOR Appraisers may use)
- ☐ 4 – Default Agent Access (can view/modify only the agent's own listings. Assume Identity can modify others w/permission)
- ☐ 5 – Single-Branch Broker-Level Access (can modify all agents' listings within own office)
- ☐ 6 – Multi-Branch Broker Level Access (can modify all agents' listings within both offices)

What is your position with firm? Please check:

[ ] Secretary/Administrative [ ] Appraiser [ ] **REALTOR®** [ ] MLS-Only [ ] Other (please explain on line below):

***Login Name and Password must be less than 20 characters and are case-sensitive.***

- Preferred Login Name: \_\_\_\_\_  
(Your temporary password will be emailed to you and can be changed at first login)
- E-Mail Address: \_\_\_\_\_
- Home Address: \_\_\_\_\_
- City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
- Phone: \_\_\_\_\_ Select one: [ ] Cell [ ] Home [ ] Personal Office
- Last 4 numbers of Social Security Number: \_\_\_\_\_

\*\*SSN is only used for security purposes to verify caller when asking for account personal information. You can opt out of providing this information, but we won't be able to give you login name or password info over the phone.

Notice to MLS-Only Subscribers: Lockboxes are provided by PACMLS shareholder  
REALTOR® Associations to their members and are NOT provided by the PACMLS.  
Please contact administrative staff for questions.

**Your office Designated Broker must authorize this form.**

\* Designation Broker/ MLS Subscriber or Primary Affiliate Member Signature: \_\_\_\_\_

**IMPORTANT NOTE to Appraisers: Please attach copy of certification with this form when submitting  
MLS ONLY USERS: Please remember to attach a Letter of Good Standing with your license and application.**

Please return form to: [Belinda@RealtorAMC.com](mailto:Belinda@RealtorAMC.com) | Questions? Please Call: 509-783-2184