



## OneKey™ MLS Orientation - Rules & Procedures

**This Course is available for ALL who Access the MLS**

In accordance with Section 204.2 of the Rules and Procedures of Onekey™ Multiple Listing Service: *All Participants must complete a required orientation program concerning the MLS Rules within ninety (90) days after access has been provided. The orientation program shall consist of no more than eight (8) hours. Failure to complete the required orientation program shall result in termination of all MLS privileges unless extensions have been granted by the MLS. (NAR MANDATORY 17).*

Attending the 2-hour Rules and Procedures of Onekey™ Multiple Listing Service satisfies this MLS orientation requirement.

***Until further notice our courses are being held virtually via Zoom.  
Registrants will receive the zoom link the business day before the class***

Our MLS Orientation classes fill quickly. Please select a 1<sup>st</sup> and 2<sup>nd</sup> date of choice (Enter 1 or 2 next to your two dates of choice) from the list below.

___ April 17, 2021 - Saturday	9:30 AM to 11:30 AM
___ May 2, 2021 - Sunday	9:30 AM to 11:30 AM
___ May 12, 2021 - Wednesday	6:00 PM to 8:00 PM
___ June 12, 2021 - Saturday	9:30 AM to 11:30 AM
___ June 15, 2021 - Tuesday	9:30 AM to 11:30 AM
___ July 7, 2021 – Wednesday	6:00 PM to 8:00 PM
___ July 11, 2021 – Sunday	9:30 AM to 11:30 AM
___ August 10, 2021 – Tuesday	9:30 AM to 11:30 AM
___ August 18, 2021 – Wednesday	6:00 PM to 8:00 PM

**We also offer 3 separate classes on the MLS Operating System –**

**MATRIX 1: Intro into Matrix  
MATRIX 2: The Next Step in Matrix  
MATRIX 3: Matrix to the Max.**

To register for the Matrix classes, **once you have received your access codes**, please go to our website at [hgar.com](http://hgar.com) and choose the date and time that works best for you. These classes can be taken for 3 CE Credits for a fee, or you can take the class for free without receiving credit

I understand that you will try to accommodate me and register me for my 1<sup>st</sup> date of choice. If that class is full you will register me in the 2<sup>nd</sup> date of choice. I will be informed of my MLS Orientation date in my welcome email.

Name: \_\_\_\_\_  
PLEASE PRINT

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

EMAIL: [Membership@HGAR.com](mailto:Membership@HGAR.com) OR Fax: FAX TO: 914-681-6044

Member # \_\_\_\_\_  
For Office Use Only



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[www.onekeymlsny.com](http://www.onekeymlsny.com)