

## **2025 QUARTERLY BILLING SCHEDULE**

| 1 <sup>ST</sup> QUARTER I  | <u>BILLING</u>                          | MLS & SENTRILOCK ACCESS FEES – JAN, FEB & MAR   |
|--|---|---|
| 11/15/2024   | a)                                      | INVOICES ARE POSTED & EMAILED TO AGENTS.  |
|  | b)                                      | INVOICES READY TO VIEW & PAY ONLINE.  |
| 11/30/2024   | -                                       | 1 <sup>ST</sup> QUARTER PAYMENTS DUE  |
| 01/02/2025   | -                                       | SUSPENSION AND \$50.00 RECONNECT FEE  |
| 02/03/2025   | -                                       | SUSPENSION OF THE OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.   |
| 03/03/2025   | -                                       | TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.  |
| 2 <sup>ND</sup> QUARTER  | <u>BILLING</u>                          | MLS & SENTRILOCK ACCESS FEES – APR, MAY & JUN   |
| 02/14/2025   | a)                                      | INVOICES ARE POSTED & EMAIL TO AGENTS.  |
|  | b)                                      | INVOICES READY TO VIEW & PAY ONLINE.  |
| 02/28/2025   | -                                       | 2 <sup>ND</sup> QUARTER PAYMENTS DUE  |
| 04/01/2025   | -                                       | SUSPENSION AND \$50.00 RECONNECT FEE  |
| 05/01/2025   | -                                       | SUSPENSION OF THE OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.   |
| 06/02/2025   | -                                       | TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.  |
|  |   |   |
| 3 <sup>RD</sup> QUARTER  | <u>BILLING</u>                          | MLS & SENTRILOCK ACCESS FEES- JUL, AUG & SEP  |
|  |   | MLS & SENTRILOCK ACCESS FEES— JUL, AUG & SEP INVOICES ARE POSTED & EMAILED TO AGENTS.   |
| 3 <sup>RD</sup> QUARTER : 05/15/2025   | a)<br>b)                                |   |
|  | a)                                      | INVOICES ARE POSTED & EMAILED TO AGENTS.  |
| 05/15/2025   | a)<br>b)                                | INVOICES ARE POSTED & EMAILED TO AGENTS. INVOICES READY TO VIEW & PAY ONLINE.   |
| 05/15/2025<br>05/31/2025   | a)<br>b)<br>-                           | INVOICES ARE POSTED & EMAILED TO AGENTS. INVOICES READY TO VIEW & PAY ONLINE.  3 <sup>RD</sup> QUARTER PAYMENTS DUE   |
| 05/15/2025<br>05/31/2025<br>07/01/2025   | a)<br>b)<br>-                           | INVOICES ARE POSTED & EMAILED TO AGENTS. INVOICES READY TO VIEW & PAY ONLINE.  3 <sup>RD</sup> QUARTER PAYMENTS DUE SUSPENSION AND \$50.00 RECONNECT FEE  |
| 05/15/2025<br>05/31/2025<br>07/01/2025<br>08/01/2025   | a)<br>b)<br>-<br>-                      | INVOICES ARE POSTED & EMAILED TO AGENTS. INVOICES READY TO VIEW & PAY ONLINE.  3 <sup>RD</sup> QUARTER PAYMENTS DUE SUSPENSION AND \$50.00 RECONNECT FEE SUSPENSION OF THE OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.  |
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| 05/15/2025<br>05/31/2025<br>07/01/2025<br>08/01/2025<br>09/02/2025   | a)<br>b)<br>-<br>-<br>-                 | INVOICES ARE POSTED & EMAILED TO AGENTS. INVOICES READY TO VIEW & PAY ONLINE.  3 <sup>RD</sup> QUARTER PAYMENTS DUE SUSPENSION AND \$50.00 RECONNECT FEE SUSPENSION OF THE OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE. TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.   |
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| 05/15/2025<br>05/31/2025<br>07/01/2025<br>08/01/2025<br>09/02/2025<br>4 <sup>TH</sup> QUARTER 10<br>08/15/2025<br>08/31/2025                             | a)<br>b)<br>-<br>-<br>-<br>-<br>BILLING | INVOICES ARE POSTED & EMAILED TO AGENTS. INVOICES READY TO VIEW & PAY ONLINE.  3 <sup>RD</sup> QUARTER PAYMENTS DUE SUSPENSION AND \$50.00 RECONNECT FEE SUSPENSION OF THE OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE. TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.  MLS & SENTRILOCK ACCESS FEES – OCT, NOV & DEC  INVOICES ARE POSTED & EMAILED TO AGENTS INVOICES READY TO VIEW & PAY ONLINE  4 <sup>TH</sup> QUARTER PAYMENTS DUE   |
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**NO EXCEPTIONS FOR ANY RECONNECT FEES OR LATE FEES**