



## **PLEASE READ CAREFULLY – Save time, save a stamp, save paper!**

We are paperless! Your 2020 dues renewals must be made on the member portal on [www.nribr.realtor](http://www.nribr.realtor). **This is the only site where you may do so.**

Please use these directions. Your Username & Password to the member portal. Your password is case-sensitive.

- 1.** Visit [www.nribr.realtor](http://www.nribr.realtor) & click *Member Login*:



**Browser Requirements:** Internet Explorer 9 or higher, Mozilla Firefox (current version on PC or Mac), Safari (current version), Google Chrome (current version on PC or Mac).

- 2.** Please enter the Username and Password to the member portal.

Login

**They are case-sensitive.**

- 3.** Next: confirm your membership profile and save.  
Next: click “my orders” on the top menu.  
Next: when your 2020 Dues Cycle Order appears, click “pay dues” found under the “Status” column.  
Next: on the next screen, you’ll have an opportunity to edit the optional RPAC & Scholarship contributions, if you so choose, and then pay your order with a credit card. We do not store credit card information now or ever from past orders. We do not auto-charge cards.

**You must fill in ALL fields and wait for confirmation that your card was successfully charged in payment of your 2020 dues order. If you do not see a confirmation on the screen, you may have missed a step and your order is not paid. If you would like us to confirm that your payment was received, kindly give us a call at 401-333-6343.**

*Please consider making the RPAC Contribution to protect your industry and the rights of homeowners!*

*Once you receive confirmation, please print this as your proof of your 2020 dues cycle payment. Charges will appear on your statement as “REALTORS® Association/MLS”. If you have any questions, contact the Board at (401) 333-6343 or email us at [nribr@nribr.realtor](mailto:nribr@nribr.realtor), Monday - Friday from 8:30 a.m. to 4:30 p.m.*

**All dues, fees and reinstatement fees are non-refundable.**