

# Oregon Forms Library

*Provided by OREF, LLC and powered by  
ZipLogix ZipForm Plus®*

**Congratulations on becoming a Realtor® member and thank you for becoming an Oregon Real Estate Forms Library subscriber!**

OREF, LLC is confident you will maximize the usage of your annual electronic subscription and all of the associated subscriber benefits.

Here are a few tips and subscriber benefits associated with your annual Oregon Real Estate Forms Library electronic subscription:

- Save <http://orefonline.com/forms/> as your browser bookmarks
- You will have two (2) libraries within your subscription:
  - Your Oregon Real Estate Forms Library (60 + transactional and advisory forms)
  - Your MLS Library/Libraries
- Every December, OREF uploads the Annual Forms Summary link to [www.orefonline.com](http://www.orefonline.com). This information is located in the Forms Changes Link. If there are changes made throughout the year following the December posting, you can log on and see any mid-year updates.
- The release/upload of the Oregon Forms Library occurs the last week of December. Log into your program for your newly updated Forms.
- Plan to attend/participate in a January forms changes seminar or webinar; you'll earn 1.5 CE and you'll be familiar with the changes.
- Read the e-news that is sent to you (Principal Broker Quarterly or Subscriber Update) for the latest updates. The e-news is also posted on [www.orefonline.com](http://www.orefonline.com)
- Call (503) 459-0195 or e-mail [orefadmin@orefonline.com](mailto:orefadmin@orefonline.com) if you have any questions or specific recommendations to the Forms Committee per any of the existing forms and/or request for new form creation.
- Log on to [www.orefonline.com](http://www.orefonline.com) and explore all the Resources that exist for information, education and training.

Again, thank you for being an Oregon Forms Real Estate Library subscriber. If we can be of further assistance, please call upon us.

Sincerely,  
Lance C. Clark, Executive Officer

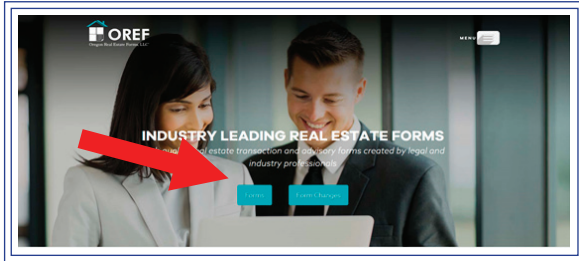


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[www.orefonline.com](http://www.orefonline.com)

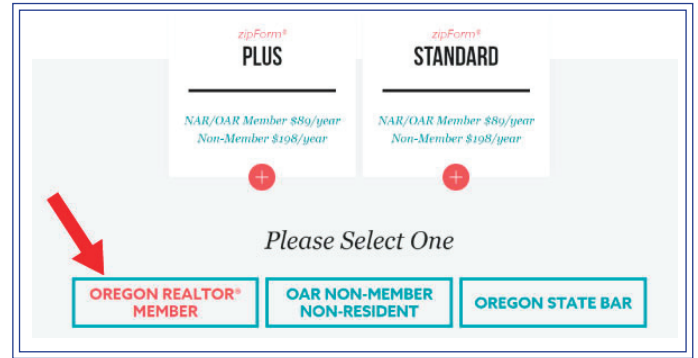
# Ordering Your Zipform Plus® Program

You will need to sign up for the zipForm® program in order to access your OREF forms electronically. Please have your NRDS ID ready as you will need to input this under membership information. Need your NRDS ID? Call your local Realtor® Association.

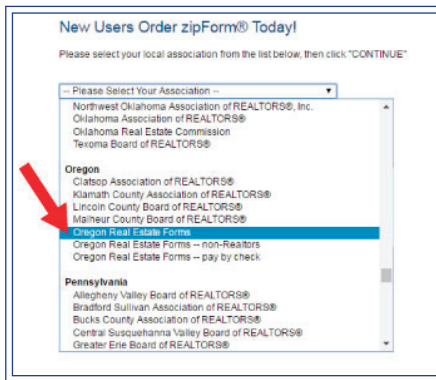
**1** Go to orefonline.com and click on the “forms” button



**2** Go down towards the end of page and click on the box that states “Oregon Realtor Member -- Sign up today”.

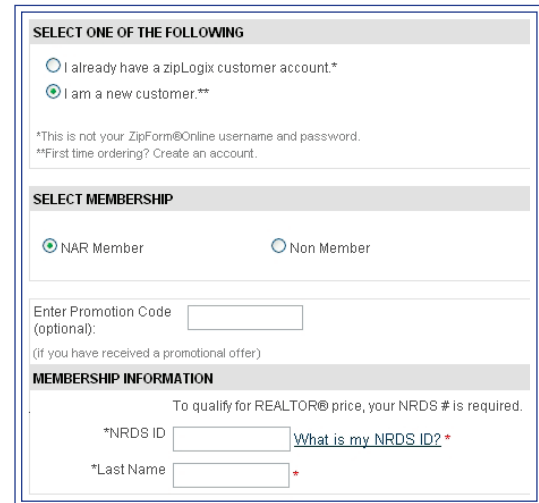


**3** Select “OR – Oregon Real Estate Forms” from the drop-down menu and click on the Order button.



**4** If you have not had a zipForm® account before, you would select new customer. Select NAR member. Input NRDS ID number and Last Name.

*\*There is no Promotion Code as we have already negotiated a discount for our NAR Realtors®.*

A screenshot of the account creation and membership selection form. It starts with "SELECT ONE OF THE FOLLOWING" and two radio buttons: "I already have a zipLogix customer account.\*" and "I am a new customer.\*\*". Below this is a note: "\*This is not your ZipForm®Online username and password. \*\*First time ordering? Create an account." The next section is "SELECT MEMBERSHIP" with two radio buttons: "NAR Member" (selected) and "Non Member". There is a field for "Enter Promotion Code (optional):" with a note "(if you have received a promotional offer)". The final section is "MEMBERSHIP INFORMATION" with a note "To qualify for REALTOR® price, your NRDS # is required." and two fields: "\*NRDS ID" (with a link "What is my NRDS ID?") and "\*Last Name".

**5** Select one of the following options:

Oregon Real Estate Forms with Plus \$ 89.00  
Oregon Real Estate Forms with Standard \$ 89.00

*These are the NAR Realtor® prices.*

**6** Create your own username and password that you will use to access your zipForm® program. Continue to follow the on-screen instructions to place your order. It usually takes less than 5 minutes to have your electronic forms ordered.

## Questions and Customer Service

Your OREF, LLC staff is your first contact for customer service for enrollment, renewals and resolving functionality or navigational issues. Feel free to call between 9:00 a.m. – 5:00 p.m. Monday through Friday at (503) 459-0195, (800) 847-6298 and/or e-mail to orefadmin@orefonline.com.