



SUPPORT FLOW CHART

WARDEX STAFF

Question and issues from MLS users and 3rd party vendors



LIASON TO INNOVIA
CUSTOMER SERVICE REP.
ENTERS TRACKERS

CEO

Manages day to day operations and staff of WARDEX, fields questions from the MLS board



THE LIASON TO ALL VENDORS, BUSINESS CONTACTS, LANDLORD, CITY, CORP COMMISSION, NAR, ATTORNEY

ANSWERLINK

InnoVia staff. Handles technical issues. If no immediate resolution call WARDEX staff



WARDEX STAFF

ORGANIZATION FLOW CHART

LHAR

Equal shareholders in the WARDEX Corporation. Sign up new MLS users and provide MLS orientation



WESTERN ARIZONA REALTOR DATA EXCHANGE INC. - DBA WARDEX

The Arizona "For Profit" corporation which manages the MLS system and all business related to the MLS system



WARDEX BOARD OF DIRECTORS

The governing body of the Service and shall have control of all affairs of the Service and shall authorize all expenditures of funds via the annual budget and by vote



WARDEX CEO

Charged with enforcing all rules, policies and bylaws put in place by the WARDEX Board of Directors and approved by NAR. Manages finances at the direction of the board



WARDEX STAFF

MLS user support, IDX distribution, MLS and IDX compliance, billing and any other duties per the CEO



CORELOGIC

Owner of the InnoVia MLS System and some related products



INNOVIA

The MLS System. The data base where listings are entered. Has its own programmers and Answerlink tech support



IDX FLOW CHART

WARDEX'S INNOVIA DATA BASE IN THE AMAZON CLOUD SERVER



RETS SERVER IN THE AMAZON CLOUD



RETS SERVER IN THE AMAZON CLOUD- WARDEX's involvement ends here



3rd PARTY VENDORS, MLS CONNECT, WEBMASTERS

Retrieve data from the RETS server based on rules from the WARDEX board and NAR

ANNUAL FEES

WARDEX STAFF

Prepares billing based on the users in the InnoVia system. The invoices are mailed at the end of May to the Participants or designated Office managers if in different cities



PARTICIPANTS/OFFICE MANAGERS

Are to distribute the invoices to their agents with a copy of the fee schedule. It is their duty to inform the WARDEX staff of any new hire or terminated agents since the date the invoices were printed so invoices can be redirected to the proper subscriber by the WARDEX staff



ALL USERS

Are responsible to pay invoiced fees or postmark no later than July 1 to the WARDEX office directly at 3640 Highway 95 Ste. 115, Bullhead City, AZ, 86442. Checks, credit cards and online banking accepted. If not received by WARDEX July 1 they will be re-invoiced with an additional \$50 late fee. Multiple notices regarding the renewal policy will be placed on the board news and via mass InnoVia email so there will be no exceptions to the payment policy.