

**ZipForm® is a benefit provided with your membership to the
Wisconsin REALTORS® Association**

How to upgrade to the new Zipform Version 6

Begin by logging on to www.wra.org/zipform

All Zipform 5 users – to renew your program an upgrade to ZipForm 6 is required.

- If you are a Zipform Online user please select the Free Upgrade to Zipform 6 button located in the program.
- If you use ZipForm Desktop, you will upgrade via a button on the WRA website at wra.org. Click on the REALTOR® member or Legal Section/Appraiser Member button.

Once selected,

- REALTOR® members will be directed to a log in page at ZipForm where you will be prompted to enter your NRDS number and last name. The NRDS number is printed on your NAR REALTOR® magazine mailing label and on your NAR membership ID card. A look up option is also provided should you need assistance locating this number.
- Section members will be directed to log into the WRA website and then will be sent to ZipForm for upgrading.
- After logging in, members will select to upgrade their current ZipForm account or create a new ZipForm 6 account. **Everyone using Version 5 is required to upgrade and create a new Zipform 6 account.**
- Next you will be asked to create a username and password.
- You will verify your company information, enter any missing information and proceed to check out.
- When finished you will receive an email confirmation informing them how to access ZipForm 6 Professional (formerly ZipForm Online) and ZipForm 6 Standard (formerly ZipForm Desktop).
- Once you access the program you will be asked to import all of your previous Zipform transactions.

For customer assistance in the upgrading process please call the ZipForm tech help line at 800-383-9805.