

**Montgomery Area Association of REALTORS®, Inc.
Multiple Listings Service, Inc.**

Instructions:

TRANSFER: All three parts must be completed and submitted to MAAR/MLS.

FEE: A \$25.00 fee shall be required of a member when a transfer is made. This fee will be billed to you.

PART 1: (Note: Please type or print information in blue or black ink.)

Members Name: _____

MLS ID # _____

Effective: _____, member is no longer with _____.
(DATE) (NAME OF COMPANY)

The active listings for this member should:

There are no active listings for said member.

Be assigned to the Broker with the company.

Be assigned to a designated agent with the company (_____ designated agent MLS ID#)

Be transferred with the agent to the new company.

Active MLS Numbers _____, _____, _____, _____, _____, _____,
_____, _____, _____, _____, _____, _____, _____, _____

Former Qualifying Broker (Please Print)

Signature of Former Qualifying Broker

Part 2:

Member requesting change must complete this section.

Signature of Member: _____

Home Address (Street Address): _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____ Cell Phone: _____

PART 3:

I accept responsibility for the actions of the above licensee as well as the listings listed above and give consent for licensee to do business with the company listed below:

Name of Company

Please give this member the following access level to Maintenance in MLS:

Limited Access: Only allowed to add photos/media/fax in and adjust map location

All Access: Allowed to add listings, change listing information, change listing status/price, add photos/media/fax-in, adjust map location, etc

Print Qualifying Broker

Date

Signature of Qualifying Broker

**Return To: MAAR/MLS • 4280 Carmichael Road • Montgomery, AL 36106
Attention: Membership • Fax Number: 334-396-5516**