



# Agent Listing Transfer Form

805 West Duarte Road, Suite 108 – PO Box 1585 – 91077- 1585  
Arcadia, CA 91007

626/574-3830 Office  
626/574-3849 Fax

- ✓ This form is to request the transfer of all non-final listings from one MRMLS account to another. The primary purpose of this transfer is in the event of an agent or office transferring from one Association to Another.
- ✓ A prerequisite is the agent(s) must have a new account created by the accepting association. Account creation or transfer of the account is not part of this service.
- ✓ To transfer multiple agents, or all agents, from a single office, enter the Designated Broker PublicID as the transferring agent, circle "Y" on "Partial or Full Office Transfer?" and use page 2 to provide agent PublicID's.
- ✓ All signatures are required before MRMLS will perform the transfer and incomplete forms will be returned to the requesting Agent.

Agent PublicID Transferring From: \_\_\_\_\_

Agent PublicID Transferring To: \_\_\_\_\_

Date of Request:     \_\_\_/\_\_\_/\_\_\_     Partial or Full Office Transfer? Y / N

Agent Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Transferring From Broker: PublicID \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Broker Name \_\_\_\_\_ Signature \_\_\_\_\_  
Signature authorizes release of agent's non-closed listings.

Transferring To Broker: PublicID \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Broker Name \_\_\_\_\_ Signature \_\_\_\_\_  
Signature authorizes acceptance of agent's non-closed listings.

Transferring From Association: CITRUS VALLEY, A.O.R.     Date 11 / 11 /   

Exec. Name EMILY SCHWARTZ     Signature *Emily Schwartz*  
Signature authorizes release of agent's non-closed listings.

Transferring To Association: \_\_\_\_\_     Date \_\_\_/\_\_\_/\_\_\_

Exec. Name \_\_\_\_\_     Signature \_\_\_\_\_  
Signature authorizes acceptance of agent's non-closed listings.

(MRMLS Use Only) Received \_\_\_/\_\_\_/\_\_\_     Completed \_\_\_/\_\_\_/\_\_\_     Initial: \_\_\_\_\_

