

Member Transfer Form



Email completed form to: AssociationSupport@crmls.org or Fax to: 909.859.2050

Transferring Agent Information

Current User ID:	New User ID:
Name:	Agent State License #:
Agent Signature:	Agent Email:
Select the type of transfer (Agent always retains finalized listings):	
<input type="checkbox"/> Transfer Listing(s) to New Broker (include with listing number(s) to transfer on page 2)	
<input type="checkbox"/> Leave Listing(s) with Current Broker (transfer contacts, saved searches, auto emails)*	
* If selected, no broker signature is required.	

IMPORTANT: Please advise member that if they add any information, including Contacts, Saved Searches, Auto-Emails, or Listings, using their new Public ID prior to the completion of the transfer, all the information will be overwritten and cannot be recovered.

Broker Information

Current Broker Information	<input type="checkbox"/> Broker approval signature on file at Association**
Office Name:	Current Office ID:
Broker Name (DB/OM):	Broker User ID (DB/OM):
*Signature:	Date:
New Broker Information	<input type="checkbox"/> Broker approval signature on file at Association**
Office Name:	New Office ID:
Broker Name (DB/OM):	Broker User ID (DB/OM):
*Signature:	Date:
*By signing you signify you; (1) Understand and approve the transfer type (2) Agree to release the agent, their data, and if applicable, their listings (3) Have reviewed and approved all pages included in this transfer request.	
**By checking the Broker approval signature on file at Association checkbox, the Association signifies that they have broker signature on record.	

Association Information

*Current Member Association	
Designee Name:	Association:
Signature:	Date:
*New Member Association	
Designee Name:	Association:
Signature:	Date:
*By signing you signify you; (1) Understand and approve the transfer type (2) Agree to release the agent, their data, and if applicable, their listings (3) Have reviewed and approved all pages included in this transfer request (4) Are the Association Executive or their appointed designee.	

A [Letter of Good Standing](#) must accompany the Member Transfer Form to ensure timely processing.

If you have selected the Transfer Type of **Transfer Listing (s) to New Broker**, use the next page to indicate which listing numbers are to be transferred. This page must be completed and included with the request at the time of signing by all parties.

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Enter all transferring MLS number(s) below:

1)
2)
3)
4)
5)
6)
7)
8)
9)
10)
11)
12)
13)
14)
15)
16)
17)
18)
19)