



Phone 704-940-3110

# Transfer Request Form

Fax 704-940-3101

## **SECTION I: AGENT TRANSFER INFORMATION:**

Name: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Social Security number: \_\_\_\_\_ DOB: \_\_\_\_\_

Type of license held and number: \_\_\_\_\_

Previous firm affiliation: \_\_\_\_\_

New firm affiliation: \_\_\_\_\_

New firm address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office phone: \_\_\_\_\_ Office fax: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Mail: \_\_\_\_\_ Web site: \_\_\_\_\_

**CRRA/CMLS reserves the right to object to any company name or Website name proposed by a current or potential member, which name in CRRA/CMLS's sole discretion is confusingly similar to any name used in commerce by CRRA/CMLS and that CRRA/CMLS believes would leave the public confused.**

**Signature of transferring agent:** \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

**Signature of new broker in charge:** \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

## **SECTION II: Designated Realtor®/Member Participant to Complete for transferring agent**

### **CMLS TRANSFER REQUEST: (For those individuals who subscribe to the MLS)**

I, \_\_\_\_\_ (**Member Participant - MP**), request Carolina Multiple Listing Services for the individual named below.

Agent name (print): \_\_\_\_\_

Agent signature: \_\_\_\_\_

CMLS member participant (print): \_\_\_\_\_

Signature of CMLS member participant: \_\_\_\_\_

**Fees** \*Two Checks – one payable to CRRA: \$25 (transfer fee)  
one payable to CMLS for applicable service fees: speak with staff for exact dollar amount

Credit Card No. \_\_\_\_\_ Exp. \_\_\_\_\_ **MC/Visa Only**

## **SECTION III: STATUS TRANSFER - FROM REALTOR® TO DESIGNATED REALTOR®:**

In order to transfer a Realtor® member to Designated Realtor® (**firm head**) status, the following is required:

- Individual must be a partner, principal or corporate office of the company OR the owner of the company OR the Broker in Charge of a branch office of the company **AND**
- Hold an active NC Real Estate broker's license or be a state certified appraiser

The Designated Realtor® transfer procedure requires payment of a transfer fee of \$25 (**if individual is changing companies**).

I have read and fully understand the above requirements

Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

- **Designated Realtor® is required to pay an annual assessment per non-Realtor® member licensee, unless these agents join the association as Realtors®.**