



AGENT CHANGE FORM

Please forward to: laura@ranww.org

Agent Name _____

NRDS ID (if known) _____

Inactive (Broker must sign) Date _____

Firm Leaving _____

MLS Listings of Agent: Active/Pending/Withdrawn listings are retained and transferred to the Participant/House Account. If the *Participant* wants listings transferred to another agent, please list the MLS #'s and addresses here and the Agent to whom they should be assigned: (attach separate sheet if needed)

Drop NWWMLS (for MLS only members) Date _____
(Broker must sign)

Transfer (Broker and Agent must sign) the \$25 transfer fee will be billed to your office. (Active/Pending/Withdrawn listings are retained and transferred to the Participant/House Account)

Date _____
Firm Leaving _____
Firm Joining _____ Address _____
Agent Cell/Preferred Phone _____
Agent Email Address _____

Masterlock Users:

The following requires acknowledgment and signatures below of both Keyholder & DR/MLS Participant/Broker.

This is to acknowledge to the Multiple Listing Service that, I _____ (Agent Name), have an electronic key application system and will be transferring my electronic key application system to the new office above, subject to the Keyholder Application/Lease Agreement, and to any and all MLS Rules currently in effect. I attest that the information submitted on my original Key Application is true and complete in every respect.

Participant: As the new responsible DR/MLS Participant/Broker, I hereby accept and assume all rights, risks, liabilities and obligations pursuant to the Keyholder Lease Agreement currently in effect for the above-mentioned Agent, the Electronic Lockbox System and all Rules and Regulations currently in effect, which are subject to change from time to time.

Agent Information Update (Agent must sign)

Home Address _____ City _____ State _____ Zip _____
Cell/Preferred Phone _____
Email _____
Name Change _____

* _____
MLS Participant/Broker Signature _____ Print Name _____ Date _____

* _____
Agent Signature _____ Date _____

**By signing this document electronically, I understand and agree that my electronic signature is legally binding and is the legal equivalent to a traditional paper and ink signature. I further swear that I am in fact the undersigned individual.*