



Listing Release Form

**In order for this form to be accepted by RMLS, ALL 3 SECTIONS must be completed.*

I. Broker Authorization: *In this section both PREVIOUS and CURRENT Brokers must authorize the request.*

PREVIOUS BROKER
<p>I, _____ certify that I am the Designated Broker of record for the office ID from which the listings are being transferred. As the Designated Broker I authorize the transfer of listings as indicated. I also accept responsibility for any levied fines that remain unpaid prior to the transfer.</p>
<p>Broker Signature: _____</p>
<p>Office ID: _____</p>
<p>Date: _____</p>

CURRENT BROKER
<p>I, _____ certify that I am the Designated Broker of record for the office ID which the listings are being received. As the Designated Broker I authorize the transfer of listings as indicated. After the listings have been transferred, I accept the responsibility of compliance for the listings and any fines levied for non-compliance.</p>
<p>Broker Signature: _____</p>
<p>Office ID: _____</p>
<p>Date: _____</p>

II. Type of Transaction: *In this section you will specify what type of transaction RMLS is to complete.*

<input type="checkbox"/> Agent Transfer: Complete for an agent that has transferred to another office.		
Agent Name: _____	ID: _____	New Office ID: _____
<input type="checkbox"/> Office to Office Transfer: Complete this section if you are requesting that a large group of listings be transferred from one office to another.		
Current Office ID: _____	New Office ID: _____	
<input type="checkbox"/> Agent to Agent Transfer: Complete for a listing that is going from one agent to another agent.		
Previous Agent Name: _____	Current Agent Name: _____	
Previous Agent ID: _____	Current Agent ID: _____	

III. Transfer Type: *In this section you may choose to transfer listings by MLS # OR Status.*

Transfer by MLS #	Transfer by Status
<p>Both PREVIOUS and CURRENT Brokers must initial this section. You may attach a list of MLS #s. <i>Note: If you are the "previous" broker, to remain in compliance and avoid fines, listings in any active status or pending status that remain under your office ID must be transferred to the broker's ID or to another agent in the office.</i></p>	<p>Both PREVIOUS and CURRENT Brokers must initial each applicable status. You may select more than one. <i>Note: If you are the "previous" broker, to remain in compliance and avoid fines, listings in any active status or pending status that remain under your office ID must be transferred to the broker's ID or to another agent in the office.</i></p>
<p>Previous Broker Initials: _____</p>	<p>NEW: ____ / ____ ACT: ____ / ____ PCH: ____ / ____</p>
<p>Current Broker Initials: _____</p>	<p>BOM: ____ / ____ CTG: ____ / ____ TMP: ____ / ____</p>
	<p>PND: ____ / ____ EXP: ____ / ____ WTH ____ / ____</p>
	<p>CAN: ____ / ____ SLD: ____ / ____ RNTD: ____ / ____</p>