# Listings Transfer Request*

**Transfer of listings is done as a courtesy and must be approved by both the releasing Participant/Broker and the Receiving Participant/Broker. Transfer of the MLS data does not imply transfer of contractual obligations. It is suggested that new listing agreements be obtained under the new brokerage firm or consult with your own legal counsel.*

**FROM:**

**Releasing Participant**
Transfer Agent Listings/Office Listings from:

**Listing Office Code:**** _____

**Listing Office Name:** _____

**Listing Agent License Number: **** _____

**Listing Agent Name:** _____

**Check one:**

- ❒ Agent will **remain a member** with this firm.
- ❒ Agent is **transferring membership** with this firm to receiving firm below (transfer will not occur until a Status Report signed by the Receiving Participant listed below is submitted).
- ❒ Agent will **inactivate** membership. Attach a Status Report signed by the Releasing Participant.

***By signing below designated listings of the above listed subscriber will be transferred.***

_____ _____

******* Releasing Participant or Authorized Signatory Date

**Check one:** *[NOTE: Inactive listings cannot be transferred.]*

- ❒ Transfer **all active listings**.
- ❒ Transfer **all active listings** and these **additional listings in other statuses**: *(Attach an additional sheet if necessary)*

_____ _____ _____ _____

- ❒ Transfer **only the listings below**: *(Attach an additional sheet if necessary)*

_____ _____ _____ _____

**TO:**

**Receiving Participant**
Transfer Agent Listings/ Office Listings to:

**New Office Code: **** _____

**New Office Name:** _____

**New Agent License Number: **** _____

**New Agent Name:** _____

**Email for Transfer Questions:** _____

_____ _____

******* Receiving Participant or Authorized Signatory Date

****** *Indicates required fields.* ********The MLS Participant is generally the broker of record of the office.*

**FAX or EMAIL to: MLS Department**
Email: mls@dfwre.com / Fax number: 214-637-2060