

# MLS Listing Transfer Form



If you have active listings, MFR will not transfer them. You have two options:

1. With the approval of the originating and receiving brokers, withdraw the listings prior to filling out the agent transfer form and re-input them after your agent transfer process is complete. (This is the only option when transferring from one board to another. Listings cannot be transferred between associations). Once you change offices, you will not be able to edit listings assigned to your former brokerage.
2. Engage PROTech to transfer your listings. The fee for this service is \$25. Fax this form to (727)231-8070 once all required signatures are obtained.

<b>MLS#'s:</b>			
<b>Originating Broker Section</b>			
<b>Office Name</b>		<b>Office ID#</b>	
<b>Broker's Name</b>		<b>Office Phone #</b>	
<b>Agent Name</b>		<b>Agent ID#</b>	
<b>Originating Broker's Signature:</b> _____		<b>Date:</b> _____	
<b>Receiving Broker Section</b>			
<b>Office Name</b>		<b>Office ID#</b>	
<b>Broker's Name</b>		<b>Office Phone #</b>	
<b>Agent Name</b>		<b>Agent ID#</b>	
<b>Receiving Broker's Signature:</b> _____		<b>Date:</b> _____	

**NOTE:** Only Active, Active with Contract and Pending Sale listings will be transferred. All other listing statuses must remain with the originating office for statistical purposes.

\_\_\_\_\_  
Listing Agent's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Seller's Signature

\_\_\_\_\_  
Date

**NOTE:** All fields in **RED** are Required.

Once all required fields are filled and all signatures signed, fax to 727.231.8070

**Listings cannot be transferred until the Agent has transferred to the new office.**