

Send to: [cs@DAOR.com](mailto:cs@DAOR.com)

Submitting this Office Transfer will change your info in CRMLS.

In Zipforms, you'll change the new Brokerage info, yourself.

Print Member Name

Member DRE#

## Office Transfer

**YOUR LICENSE MUST BE ADDED TO THE NEW OFFICE BEFORE WE PROCESS TRANSFER**

Previous Office Name

*At Previous Office:* Do we need to REMOVE you from a registered TEAM in CRMLS?  Yes  NO

New Office Name

New Office Address

New BROKER Signature

**BROKER, MUST ALSO SIGN "DISCLOSURE FORM" (Page 2)**

MEMBER Signature

## New Member Info?

New Email

New Cell Phone#

New Home #

MEMBER Signature

Office use only

Received by:

Date:

Greater Downey Association of REALTORS®

12073 Paramount Blvd, Downey, CA 90242

562-861-0915 @greaterdaor

# ASSOCIATION OF CHOICE DISCLOSURE

**ONLY "IN NAME ONLY" BROKERS, WHO ARE NOT PRIMARY WITH US, MUST FILL OUT THIS DISCLOSURE.**

As the Broker of Office:

I authorize my Agent:

to hold a:

REALTOR® with MLS

REALTOR® Only

MLS Only

Licensed or Unlicensed Assistant

Membership, with Greater Downey Association of REALTORS®. Although, my Primary

Association is:

I understand that according to the Greater DAOR's bylaws,  
that I, the Designated REALTOR®,  
is defined as a Principal of a Firm, a sole Proprietor, Cooperated Officer/ Branch Manager.

I understand the National Association of REALTORS® has made it clear  
that the Designated REALTOR® must be somebody who has management control of the firm  
and understands they are responsible for their firm's activities.

THIS INCLUDES:

payment of agent's dues, fines & fees, assessed by said agent if fails to pay,  
as well as the firm's arbitrations, mediations and disciplinary hearings before the Local Association.

**I, the Broker of said Agent, Understand and agree to the statement above**

**BROKER Signature**

**Date**

Office use only

Received by:

Date:

# LISTING TRANSFER FORM

**\*\*This Release form serves as a request & authorization to transfer Listings mentioned to the MLS\*\***

**FILL OUT ONLY IF YOU HAVE ACTIVE LISTINGS YOU NEED TO TRANSFER WITH YOU TO NEW OFFICE**

**Print Member Name**

**Member DRE#**

**MLS Listing #**

**Listing Address**

**MLS Listing #**

**Listing Address**

**MLS Listing #**

**Listing Address**

**MLS Listing #**

**Listing Address**

**MLS Listing #**

**Listing Address**

*By completing and signing this Listing Transfer Form, all parties agree and give permission to have all above mentioned listings to be transferred in the MLS.*

TRANSFERRED FROM:

**Previous Office Name & City**

TO NEW OFFICE:

**New Office Name & City**

**Previous BROKER Signature**

**MEMBER Signature**

Office Use Only

Received by:

MLS Department

Completed Transfer:

Date: