

## Listings Transfer Request Form



To transfer listings simply fill out and submit the Listings Transfer Request Form to the MLS Department of ARBOR by Email to:  
[MLSSupport@arlingtonrealtor.com](mailto:MLSSupport@arlingtonrealtor.com)

**FROM:** The Releasing Broker (Designated REALTOR® of FIRM)  
Please Transfer This Agent Listings/ Office Listings from

Listing Office Code/ Office Name \_\_\_\_\_

Listing Agent License Number/ Agent Name \_\_\_\_\_

- 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.

**You must select the status(s) of the listings you want transferred.**

***Please note that listings are transferred on a per listing status basis only. All listings of selected status(s) of above listed subscriber will be transferred.***

Active    Pending    Withdrawn    All listings from each status

Individual MLS# \_\_\_\_\_

**This Must Be Signed By The Releasing Broker Signature/ Authorized Signature**

\_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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**TO:** Receiving Broker (Designated REALTOR® of FIRM)

New Office Code/ Office Name \_\_\_\_\_

New Agent License Number/ Agent Name \_\_\_\_\_

**ARBOR USE ONLY**

Completed By: \_\_\_\_\_ Date: \_\_\_\_\_