



Arlington Board of REALTORS®

Transfer of Lockboxes between ARBOR Members

Complete all the information on the form below. Please make sure all parties sign and keep a copy for their records. Email a copy of the COMPLETED form to the Board Office and we will make the necessary changes. INCOMPLETE FORMS WILL NOT BE PROCESSED. The \$10.00 lockbox deposit is transferred between the two participating agents. The Arlington Board of REALTORS® is NOT responsible for the transfer of the lockbox deposit.

Please email completed forms to membership@arlingtonrealtor.com

AGENT TRANSFER OF LOCKBOXES

Date: _____

Lockbox Number(s): _____

LOCKBOXES COMING FROM:

Agent Name

License number

Name of Brokerage

Agent Phone number

Agent Signature: _____

LOCKBOXES COMING TO:

Agent Name

License number

Name of Brokerage

Agent Phone number

Agent Signature: _____

ARBOR USE:

Processed by

Date Completed Rev 10/2024