Branch Office Transfer Application

membership@RARealtors.com
804.422.5004

- To transfer within the **same firm** from one branch office to another, please complete the information below with the new office information and managing broker's signature.
- Any administrators assisting the transferring agent should complete a new administrative access application reflecting the new branch information.
- There are no fees to transfer from one branch to another of the same firm.

NEW BRANCH INFORMATION

Firm Name _____ Firm MLS ID_____

Firm Address _____

City, State and Zip _____

AGENT INFORMATION

Full Name on License _____ Agent MLS ID _____

Home Address _____

City, State and Zip_____

Cell Phone _____

Email Address _____

Real Estate License #_____ Exp. Date _____

BROKER ACKNOWLEDGMENT OF TRANSFER

I authorize the activation of REALTOR® membership for the above-referenced agent under the branch indicated in Section One of this application.

As the Designated REALTOR® for the above referenced firm, partnership or corporation I understand and accept responsibility for the above referenced licensee's responsibilities to RAR as well as his or her compliance with the Constitution, Bylaws, policies, practices of the Local, State and National Associations of REALTORS®.

Name (print) _____

Participating Broker

Signature _____Date _____

Participating Broker