



Transfer of CVR MLS Services Only
membership@rarealtors.com
 (P) 804.422.5000 (F) 804.422.5051

This application must be signed by the Designated REALTOR® (Broker). Transfer fees are posted to the user's online account must be submitted within the month they are invoiced. Applications received after 3:00PM will be processed the following business day. ****The DPOR Transfer Application must have been submitted to DPOR in accordance with VREB requirements prior to submission of this provisional Transfer Firm Affiliation request. See Section 6.**

Section 1 Firm/Branch Information

Firm Name _____ Firm MLS ID _____
 Firm Address _____ City, State _____ Zip _____

Section 2 Agent Information

Full Name on License _____ Agent MLS ID _____
 Home Address _____ City, State _____ Zip _____
 Cell Phone _____ May RAR/CVR MLS communicate with you via text message? Yes No
 Contact Phone _____ on MLS listings and for electronic call communications from the Association.
 Email Address _____ Important RAR/CVR MLS communications are sent via email, including all billing notices. Valid email address only.
 Real Estate License # _____ Exp. Date _____

Section 3 Payment Authorization of Transfer Fees

_____ Transferring CVR MLS Subscription Fee: \$80
 Transfer fees are posted to the user's online account and must be submitted within the month they are invoiced. MLS service may be terminated for nonpayment pursuant to CVR MLS Rules and Regulations.

Section 4 Agent Acknowledgement of Transfer

I hereby certify that the foregoing information furnished by me is true and correct. I acknowledge that while under this provisional transfer status, I am subject to all privileges and obligations provided to me under my CVR MLS subscription.
 Agent's Signature _____ Date _____

Section 5 Broker Acknowledgement of Transfer

CVR MLS transfer applications documented by a copy of the signed and dated DPOR Transfer Application will be processed as a provisional transfer. The licensee's affiliation will be updated in the CVR MLS database at the time of submitting the application. This provisional transfer must be confirmed by DPOR within forty-five (45) days from the receipt of the CVR MLS transfer request. If the licensee's new firm affiliation cannot be confirmed with DPOR, access to MLS services will be suspended. If the licensee's new firm affiliation is not confirmed within ten (10) days of membership/service suspension, access to CVR MLS services will be terminated, incurring applications fee to reinstate.

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

Name (print) _____
Participating Broker/ Designated REALTOR®
 Signature _____
Participating Broker/ Designated REALTOR® *Date*

FOR STAFF USE: Received by _____ Date: _____