



# Transfer Form

Transferring Member's Name: \_\_\_\_\_ Member ID: \_\_\_\_\_

Transferring from: \_\_\_\_\_ Office ID: \_\_\_\_\_

Transferring to: \_\_\_\_\_ Office ID: \_\_\_\_\_

Attached is the T.R.E.C. Form 1

Enclosed is the \$55.00 Transfer Fee

*If MLS listings and/or keyboxes are to be transferred as part of this membership transfer, please complete the following information. Use additional sheets as necessary.*

Street Address	MLS #	Keybox Serial # *
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

*By our signatures below, we affirm the seller of the above-referenced listing(s) has executed appropriate paperwork releasing the listing(s) and has executed appropriate paperwork listing with the new firm. Additionally (if applicable), we authorize the MLS to remove the above-referenced keybox(es) from the releasing MLS Participant's inventory and add said keybox(es) to the new MLS Participant's inventory.*

### Releasing MLS Participant

### New MLS Participant

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Member ID

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member ID

\_\_\_\_\_  
Date

-----  
**For use by Greater Chattanooga REALTORS® Staff:**

Member's Record Changed, Scanned to Record & Paper Copy Filed by: \_\_\_\_\_ on \_\_\_\_\_

Listings transferred in Flexmls by: \_\_\_\_\_ on \_\_\_\_\_

\*Changes made in SupraWeb & Paper Copy Filed by: \_\_\_\_\_ on \_\_\_\_\_