

# MLS Listing Transfer Form

If you have active listings, MFR will not transfer them. You have two options:

1. With the approval of the originating and receiving brokers, withdraw the listings prior to filling out the agent transfer form and re-input them after your agent transfer is complete. (New listing agreements may be required). **This is the only way to transfer listings from one board to another.** Once you change offices, you will not be able to edit listings left to your former office.
2. Engage Protech to transfer your listings. Fees apply based on number of listings (see fee schedule at <http://protechflorida.com/mls-listing-transfers/>).

<b>MLS#’s:</b>			
<b>Originating Broker Section</b>			
<b>Office Name</b>		<b>Office ID#</b>	
<b>Broker’s Name</b>		<b>Office Phone #</b>	
<b>Agent Name</b>		<b>Agent ID#</b>	
<b>Originating Broker’s Signature: _____ Date: _____</b>			
<b>Receiving Broker Section</b>			
<b>Office Name</b>		<b>Office ID#</b>	
<b>Broker’s Name</b>		<b>Office Phone #</b>	
<b>Agent Name</b>		<b>Agent ID#</b>	
<b>Receiving Broker’s Signature: _____ Date: _____</b>			

**NOTE:** Only Active, Active with Contact and Pending listings will be transferred. Sold listings must remain with the originating office for statistical purposes.

<b>Listing Agent’s Signature</b>	<b>Date</b>
<b>Seller’s Signature</b>	<b>Date</b>

Once all required fields are filled and all signatures signed, fax to 727-231-8070 or scan and email to [Membership@tampabayrealtor.com](mailto:Membership@tampabayrealtor.com)  
Please allow up to 2 business days for listing transfers once agent transfer is complete.

**Listings cannot be transferred until the agent has transferred to the new office in MLS**