

## CHANGE OF MEMBERSHIP STATUS OR UPDATE

Type of change (check one):

Date: \_\_\_/\_\_\_/\_\_\_

Agent information     Transferring to a new firm     Termination from a firm

Member Name: \_\_\_\_\_ NRDS #: \_\_\_\_\_

MEMBER UPDATE

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Preferred Contact Phone: (\_\_\_\_\_) \_\_\_\_\_ This is a:  Cell Phone  Landline

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ This is a:  Cell Phone  Landline

Email: \_\_\_\_\_ New Website: \_\_\_\_\_

Updated IRMLS Security Level:  3  4  5

TRANSFER TO NEW FIRM

*To be completed by the Managing Broker at agent's NEW firm.*

Company/Firm Name: \_\_\_\_\_

Company/Firm Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Office Phone: (\_\_\_\_\_) \_\_\_\_\_ Requested IRMLS Security Level:  3  4  5

Managing Broker Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

TERMINATION FROM FIRM

*To be completed by the Managing Broker (DR) of firm agent is leaving.*

Company/Firm Name: \_\_\_\_\_

Managing Broker Name: \_\_\_\_\_

Reason for termination with firm:

Transferring to new firm     Leaving area or industry     License returned to IPLA     Deceased     Other

Active and/or Pending listings:  Transfer with agent     Remain with firm

Managing Broker Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

### RACI USE ONLY

FILE ACTIVE     FILE TERMINATED

MEMBER #: \_\_\_\_\_

OFFICE #: \_\_\_\_\_

Date Processed: \_\_\_/\_\_\_/\_\_\_ **Staff Initials:** \_\_\_\_\_