



# MEMBERSHIP TERMINATION, TRANSFER, AND INACTIVATION FORM

Member Information	
Member Name	
M1 #	License # (if applicable)
Current Office Name	Address
If transferring, New Office Name	Address
Member Signature	Date
Select	<input type="checkbox"/> <b>Termination</b> – Remove member from office. Complete section 1. <input type="checkbox"/> <b>Transfer</b> – Change member office affiliation. <u>There is a \$48 transfer fee assessed by NMAR.</u> Complete section 2. <input type="checkbox"/> <b>Inactivation</b> – Cancel membership. Complete section 3.
Section 1 – Termination	
<p>_____ (initial) As the Qualifying Broker/MLS Participant responsible for the above-mentioned office, I hereby notify the Silver City Regional Association of REALTORS® and/or MLS that effective _____ (date), the above referenced member is no longer affiliated with my firm <b>and</b> the member’s license has been returned to the New Mexico Real Estate Commission. The Association and/or MLS services for the member will be inactivated as of the effective date. SCRMLS active listings will be transferred to the QB/MLS Participant.</p> <p><i>If the terminated member is transferring - *SCRMLS current listings <b>stay</b> with the QB/MLS Participant unless noted on <b>page 2</b> of this form.</i></p> <p><b>SkySlope:</b> By signing the member transfer form, the QB/MLS Participant is aware that transaction files for this member will no longer be available to the brokerage firm. The brokerage firm can make copies of any transaction files prior to the member drop/transfer.</p> <p><b>TransactionDesk:</b> By signing the member transfer form, the QB/MLS Participant is aware that transaction files for this member will automatically transfer to the QB. Transactions may be released by the QB only. MLS Staff cannot transfer transactions.</p>	
Current Qualifying Broker/MLS Participant Signature*	Date
Section 2 – Transfer	
<p>_____ (initial) As the Qualifying Broker/MLS Participant responsible for the below referenced office, I understand and accept responsibility for the above referenced member and the member’s responsibilities to comply with the bylaws, policies, procedures, rules, and regulations of the Local, State and National Association of REALTORS® and SCRMLS.</p> <p>I certify the member’s license has been updated with the New Mexico Real Estate Commission and all membership dues and services fees are current and the transfer fee is paid. The member can begin work at the new brokerage as soon as the <u>returned license is accepted at the NMREC</u> (send via certificated mail to get a delivery confirmation).</p>	
New Office Name	
New Office Address	
New Qualifying Broker/MLS Participant Signature	Date



**Section 3 – Inactivation**

\_\_\_\_\_ (*initial*) I hereby wish to inactivate my membership, including my associate brokers, in the following organization(s):

- Silver City Regional Association of REALTORS®                       Silver City Regional MLS

I understand that all services associated with the above referenced organizations will be inactivated.

I understand that if I rejoin at any time I will be treated as a new applicant and will be assessed for any unpaid fees, if any, and all fees applicable to new applicants.

I acknowledge that **all members in my office** will be inactivated and that appropriate updates have been made to the New Mexico Real Estate Commission.

All listings filed with SCRMLS, other than sold listings, will be marked as canceled.

Qualifying Broker/MLS Participant Signature	Date
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Qualifying Broker/MLS Participant Signature releasing listing(s)	Date
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\_\_\_\_\_ (*Section 2 QB initial*) **\*SCRMLS Listings** that are released and will move with the transferring member – MLS # and address below.

\_\_\_\_\_ (*Section 2 QB initial*) NMAR form 2103 assignment of contract form has been executed with **seller's consent** to transfer.

Email the completed form to [kim@silvercityrealtors.org](mailto:kim@silvercityrealtors.org)

SCRAR Office Use Only: <input type="checkbox"/> Paragon <input type="checkbox"/> M1# <input type="checkbox"/> Online <input type="checkbox"/> Email <input type="checkbox"/> QuickBooks <input type="checkbox"/> Roster	Received by _____ Date _____
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