



MEMBERSHIP TERMINATION, TRANSFER, AND INACTIVATION FORM

Member Information	
Member Name	
NRDS #	License # (if applicable)
Current Office Name	
Office Address	
Qualifying Broker Name	
Select One	<input type="checkbox"/> Termination – Remove member from office. Complete section 1.
	<input type="checkbox"/> Transfer – Change member office affiliation. <u>There is a \$25.00 transfer fee assessed by NMAR.</u> Complete section 2.
	<input type="checkbox"/> Inactivation – Cancel membership. Complete section 3.
Section 1 – Termination (QB only)	
_____ (<i>initial</i>) As the Qualifying Broker responsible for the above-mentioned office, I hereby notify the Silver City Regional Association of REALTORS® and MLS that effective _____ (<i>date</i>), the above referenced member is no longer affiliated with my firm <u>and</u> the member’s license has been updated with the New Mexico Real Estate Commission. The Association and MLS services for the member will be inactivated.	
Qualifying Broker Signature	Date
Section 2 – Transfer	
_____ (<i>initial</i>) As the Qualifying Broker 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. 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. I understand the New Mexico Association of REALTORS® assesses a \$25.00 non-refundable fee on all membership office transfers beginning January 1, 2020.	
New Office Name	
Office Address	
Member Signature	Date
Qualifying Broker Signature	Date
Section 3 – Inactivation (Member Request)	
_____ (<i>initial</i>) I hereby wish to inactivate my membership in the following organization(s): <input type="checkbox"/> Silver City Regional Association of REALTORS® <input type="checkbox"/> Silver City Regional MLS I understand that all services associated with the above referenced organizations will be inactivated and additional fees, including, but not limited to reinstatement and unpaid dues and fees, may be assessed if I rejoin at another time. I acknowledge that if I am a Qualifying Broker of the office, all members in the office will be inactivated and that appropriate updates have been made to the New Mexico Real Estate Commission.	

Association and MLS services are available only to active members. **Association** – Inactivated Association members who are rejoining will be assessed full unpaid memberships dues and fees for the year. **MLS** – Inactivated MLS members who are rejoining will be treated as new applicants regardless of when membership was inactivated and will be assessed all fees applicable to new applicants.

SCRAR Office Use Only: <input type="checkbox"/> Paragon <input type="checkbox"/> NRDS <input type="checkbox"/> Online <input type="checkbox"/> Email <input type="checkbox"/> QuickBooks	Received by _____	Date _____
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Inactivated members with on-market and pending MLS listings will be transferred to the Qualifying Broker or withdrawn from the MLS if the inactivating member is the Qualifying Broker. No listing changes will be made for members transferring to another office unless a listing transfer request is submitted.

MLS #	Address

** Please note: Only active, active with contingencies and under contract listings can be transferred*

I authorize to release listing(s) listed above to:

New Office Name _____

New QB Name _____

Listing Broker Name _____

Print Previous QB Name Releasing Listing(s)

Signature Previous QB Name Releasing Listing(s)

Date

Email the complete form to kim@silvercityrealtors.org.