Collin County Association of REALTORS®

PHONE: 972-618-3800 FAX: 972-491-3180

Agent Status/Change Request

Association Fax Numbers				
Arlington 817/861-6381	**COLLIN Co. 972/491-3180**	Denton/Wise 940/380-1608	Ellis/Hill 972/937-9845	Ft Worth 817/870-2863
Granbury 817/573-6694	Grandprairie 972/262-8863	Johnson Co 817/645-6575	Lake Cities 972/272-6813	Lewisville 972/436-2184
Metrotex 214/637-5951	Stephenville 254/968-6606	Texoma 903/893-5194	Weatherford 817/596-3882	

This Section Required for all Requests

Agent Name: _____ Agent License # _____

Reporting Office: _____ Office Code: _____

☐ **Add** ☐ **Change Agent Information:**

Primary Board: _____ MLS Phone#:_____

Home Address: _____ City: _____ Zip:_____

Email address: _____ Fax#:_____

Cell phone: _____ Voice Mail: _____ Pager: _____

Website address: _____

☐ new licensee- requesting application for membership

☐ transferee: from/to another Association ☐ transferee: from another office of my firm

☐ transferee: office to office/within Association ☐ transferee: office to office/to another Association

MLS Access Level: ☐ Activate ☐ Deactivate:

☐ **Agent/Load (06)** ☐ **Agent/no-load (04)** ☐ **Owner/Broker (22)**

☐ **Designate/Manager (23)** ☐ **Office Staff (05)** ☐ **Tax only (11)**

☐ **Licensed Personal Assistant (14) for** _____
name & license number of who assisting

☐ **Unlicensed Personal Assistant (95) for** _____
name & license number of who assisting

TRANSFERS

BROKER's Release/Acceptance Letter to Transfer Listings, Attached: ☐ Yes ☐ No

From office: _____ MLS Office Code: _____

To office: _____ MLS Office Code: _____

Former Primary Board: _____ Former MLS Provider: _____

KEYCARDS

☐ **Return Electronic Key Equipment to Association office**

All electronic equipment must be retuned to Association office within _____ days of inactivation of membership.

BROKERS: REMOVE/INACTIVATE

License returned to TREC on (date) _____

Authorized Signatory: _____Date: _____

Print Name: _____ Phone #:_____